

The background of the catalog cover is a collage of four photographs. The top-left photo shows a stone building with 'JOPLIN JUNIOR COLLEGE' inscribed on its facade. The top-right photo is an aerial view of a large, modern university campus with multiple buildings and green spaces. The middle-right photo shows a white building with a red-tiled roof. The bottom-right photo shows a modern building with large glass windows, labeled 'WILL COXON HEALTH CENTER'.

MSSU

MISSOURI SOUTHERN STATE UNIVERSITY

75
years

1937 - 2012

Catalog 2012-2014





2012-2014 CATALOG

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*This publication will be made
available in alternative format
upon request to the University
Relations & Marketing
Department, 417.625.9399.*

From the President

Our philosophy is Students First! We at Missouri Southern State University want our students to have the best possible university experiences. Of course, the heart of any university is strong academics. That's why we offer excellent academic programs, and the professors who teach at Southern are dedicated to helping students learn. Our First-Year Experience Program is designed to provide students with the information necessary to be successful at MSSU. We also know that what students do outside the classroom is important for a holistic education. That's why the University offers a wide variety of programs and services that support students' academic goals. For example, students can receive financial counseling from our Financial Aid Office, academic advising from Advising, Counseling and Testing, career opportunity advice from Career Services, health and wellness information and services from the recreation center staff, and more.



We also have numerous clubs and a vibrant Student Senate that has an active voice in campus affairs. For students who want to live on campus, we have student housing and, since I've eaten at the campus dining areas, I can testify that the food is good and there's lots of it. We also have thriving athletic programs, so students can become part of the excitement of cheering the Lions to winning seasons. In addition, students have access to state-of-the-art facilities, such as the Beimdiek Recreation Center, Phelps Theatre, Willcoxon Health Center, Health Science Building, and anatomy and physiology labs in Ummel Technology.

Students come to Southern with different backgrounds, including students classified as traditional, nontraditional, graduate, international, married, veteran, residential, and commuter. With such a rich diversity of students, we try very hard to ensure that we appreciate where students have been as we help them prepare for a successful future. That's why our goal is to offer a university experience tooled to a student's needs, an education that will provide excellent preparation for a career and also will give the total educational experience necessary to be a successful citizen, prepared to be effective in a rapidly changing world. Not only do I believe in Students First, but also that belief is shared by the campus community.

As you consider which university to attend, please think about the many benefits of Missouri Southern State University. If you have any questions, please call Admissions at 417.625.9378 or 866.818.6778.

Bruce W. Speed
President

Dear Student,

If you're entering the university for the first time or even coming back after several years' absence, you'll need information in this catalog. It's not the most exciting bedtime reading, but it does pack a lot of information about our academic programs into your university experience.

This catalog and our helpful staff can answer your questions, but here are answers to questions students frequently ask:

1. *Can I get financial help with university costs?*

Yes, a full range of financial aid programs are available to qualified students. Becca Diskin, Director of Student Financial Aid and her staff can provide you with information and applications in Hearn Hall, 417.625.9325, diskin-b@mssu.edu. (Financial Aid, page 28)

2. *I haven't decided on a major yet. What do I do?*

Southern has trained academic advisers to help you discover what your best interests and attributes might be. Visit with Kelly Wilson, Director of Advising, Counseling and Testing Services (ACTS), Hearn Hall, 417.625.9324, wilson-k@mssu.edu. (ACTS, page 22)

3. *I'm concerned about the transition from high school to college. Is there someone to help?*

Yes, the Advising, Counseling and Testing Services (ACTS) department can help here too, as well as your First-Year Experience class. Visit with Faustina Abrahams, First-Year Advising Coordinator, Hearn Hall, 417.625.9521, abrahams-f@mssu.edu, or Susan Craig, Director, First-Year Experience Program, Hearn Hall, 417.625.9732, craig-s@mssu.edu. (ACTS, page 22 and/or First-Year Experience Program, page 51, 232)

4. *Do you have an Honors Program?*

Southern has an excellent and challenging Honors Program which includes opportunities for international travel. Talk to Michael Howarth, Director of Honors Program, Webster Hall 118, 417.625.3005, howarth-m@mssu.edu. (Honors Program, page 51, 233)

5. *What activities and organizations are available?*

A host of special events, student activities and departmental organizations are available throughout the year. Drop by the Student Activities Office, Billings Student Center, 210, 417.625.9346, cashel-m@mssu.edu (Student Activities, page 35. See also individual departments.)

**Additional information is available at the Southern website:
www.mssu.edu**



Our Mission

Missouri Southern State University is a state-supported, comprehensive university offering programs leading to undergraduate and graduate degrees. Central to our mission is a strong commitment to international education, liberal arts, professional and pre-professional programs and the complementary relationship that must exist among them to prepare individuals for success in careers and lifelong learning.

Vision

Missouri Southern State University will be recognized as a leader in offering undergraduate and graduate degree programs that foster the total education of each student. In order to remain loyal to the trust given to the University by the people of the State of Missouri, Missouri Southern State University will:

- fulfill its mission and objectives in an honorable and ethical manner;
- periodically review its mission in light of contemporary changes in society and in the needs of the people of Missouri and our communities;
- continually assess the effectiveness of its programs in order to ensure their quality and integrity.

Values

International Education

The University prepares its students to be global citizens in fulfillment of its statewide mission.

Liberal Arts Education

The University commits to a comprehensive program of general education requirements for all students.

Teaching and Learning

The University provides exemplary teaching and learning as supported by scholarship and creative expression.

Student Success

The University commits to the academic, personal and career success of its students.

Community Service

The University leads the intellectual, creative, cultural and economic advancement of our communities.

International Education

In July 1995, Missouri Governor Mel Carnahan signed into law House Bill No. 442, which designed Missouri Southern as “a statewide institution of international or global education.” The bill directed the university to “develop such academic support programs and public service activities it deems necessary and appropriate to establish international or global education as a distinctive theme of its mission.”

The faculty and administration of Missouri Southern developed over the next year the outline of a comprehensive plan of international education. Included was the establishment of the Institute of International Studies, charged with overseeing the internationalizing of the campus. Our International Mission efforts have included:

- Adding new majors in International Business, International Studies, French and German.
- Adding new minors in Japanese, Chinese and Russian and courses in Arabic.
- Designing “themed semesters,” where the Fall semester of every year focuses on a particular country, continent or region of the world.
- Expanding opportunities and providing grants for some 2,500 MSSU students to study abroad.
- Signing agreements with 16 international universities for student exchange: 3 in Japan, 2 in China, 2 in Sweden, 2 in Germany, 2 in France, 1 in Russia, 1 in Finland, 1 in Costa Rica, 1 in Taiwan and 1 in Canada.
- Joining the International Student Exchange Program (ISEP), in order to exchange students with universities around the world.
- Joining the Missouri London Program and Missouri Greece Program consortia along with other universities from the State of Missouri. Students and faculty can spend an entire semester in London or Athens.
- Infusing the curriculum with 150 new courses that are either international courses or courses with a predominantly international focus.
- Establishing an International Trade & Quality Center and becoming the headquarters of the International Society of Weekly Newspaper Editors (ISWNE).
- Developing an International English Program, to help students from all over the world improve their spoken and written English in an academic setting.
- Establishing the Gockel International Symposium, which brings world-renowned scholars to campus every year.
- Creating the McCaleb Initiative for Peace to examine the causes and prevention of war. At least one Missouri Southern student-faculty team receives up to \$5,000 every year for an in-depth research project that involves traveling to the sites of former wars and conflicts.

Student's Guide to the Baccalaureate Degree

Non Scholae Sed Vitae Discimus

“Education not for a living, but for life.”

We, the faculty at Missouri Southern, believe that you achieve a complete education through an interrelated program of study which includes the General education curriculum and your major, as well as the extra-curricular opportunities that complete the total collegiate experience. We realize that over a lifetime many of you will change occupations and careers several times. While specialized knowledge in your field is essential, we believe that certain lifelong thinking and learning skills and a common body of knowledge are critical for an understanding of yourself and your larger community and for career advancement in the 21st-century marketplace. Specifically, we are committed to assist you as an undergraduate to:

- Acquire knowledge, both in breadth and depth, through exposure to a wide variety of disciplines and through majoring in your chosen field.
- Communicate with precision and style and to think clearly and critically.
- Achieve competence in quantitative skills.
- Know the methods of inquiry and thought necessary for understanding nature, society and self.
- Sharpen your awareness and appreciation of cultures around the world with their differing values, traditions and institutions.
- Develop lasting intellectual and cultural interests.
- Recognize and appreciate the importance of creativity and imagination in the human experience.
- Achieve greater social maturity and tolerance for human diversity through the experience of working closely with a wide variety of fellow students and faculty members.
- Recognize and examine the formation of personal ethical values in a diverse society.



General Education curriculum

The General Education curriculum at Missouri Southern is a carefully designed series of courses that all students earning a bachelor's degree must complete. It is our effort to furnish you a liberal education. But why? What about the General Education is so important that it constitutes nearly half of the credit hours necessary for your degree?

One way to answer that question is to reflect on another: What does it mean to be well-educated? While the question has generated much debate and there is no simple answer, most agree that a well-educated person possesses certain fundamental intellectual skills, a broad knowledge of the world and a deep knowledge of a particular subject. While pursuit of a major field of study furnishes knowledge in depth, it is the General Education curriculum that seeks to arm you with the intellectual skills and the breadth of knowledge that characterize well-educated and socially responsible individuals.

Goals of the General Education curriculum

The University accepts four intellectual skills as essential for well-educated people:

Communicating: Well-educated people develop effective use of the English language and quantitative and other symbolic systems essential to their success in school and in the world. Students should be able to read and listen critically and to write and speak with thoughtfulness, clarity, coherence and persuasiveness.

Higher-Order Thinking: Well-educated people develop the ability to distinguish among opinions, facts and inferences; to identify underlying or implicit assumptions; to make informed judgments; and to solve problems by applying evaluative standards.

Valuing: Well-educated people develop abilities to understand the moral and ethical values of a diverse society and to understand that many courses of action are guided by value judgments about the way things ought to be. Students should be able to make informed decisions through identifying personal values and the values of others and through understanding how such values develop. They should be able to analyze the ethical implications of choices made on the basis of these values.

Managing Information: Well-educated people develop abilities to locate, organize, store, retrieve, evaluate, synthesize and annotate information from print, electronic and other sources in preparation for solving problems and making informed decisions.

The University accepts seven broad areas of knowledge as necessary for well-educated people to understand and function effectively in today's complex and changing world.

Social and Behavioral Sciences: Well-educated people develop an understanding of themselves and the world around them through study of content and the processes used by historians and social and behavioral scientists to discover, describe, explain and predict human behavior and social systems. Students must understand the diversities and complexities of the cultural and social world, past and present and come to an informed sense of self and others.



Humanities and Fine Arts: Well-educated people develop an understanding of the ways in which humans have addressed their condition through imaginative work in the humanities and fine arts. They deepen their understanding of how that imaginative process is informed and limited by social, cultural, linguistic and historical circumstances and by learning to appreciate the world of the creative imagination as a form of knowledge.

Mathematics: Well-educated people develop an understanding of fundamental mathematical concepts and their applications. Students should develop a level of quantitative literacy that would enable them to make decisions and solve problems and which could serve as a basis for continued learning.

Life and Physical Sciences: Well-educated people develop an understanding of the principles and laboratory procedures of life and physical sciences and cultivate their abilities to apply the empirical methods of scientific inquiry. Students should understand how scientific discovery changes theoretical views of the world, informs our imaginations and shapes human history. Students should also understand that science is shaped by historical and social contexts.

International Cultural Studies: Well-educated people develop an understanding of how cultures and societies around the world are formed, sustained and evolve. Students should understand world affairs, international issues and cultures other than their own as seen through the history, geography, language, literature, philosophy, economics or politics of the cultures. Students will acquire empathy for the values and perspectives of cultures other than their own and an awareness of the international and multicultural influences in their own lives.

Health and Wellness: Well-educated people develop the knowledge and self-management skills that will assist them in adopting healthy lifestyles. This encompasses all areas of wellness: physical, emotional, spiritual, social and intellectual. Students will understand the relationship between lifestyle management, quality of life and societal health and productivity.

In addition to the General Education goals and to equip students to meet the technological demands of the 21st century, MSSU requires all its graduates to demonstrate computer literacy.

While you are a student at Missouri Southern, you will also benefit from the emphasis placed, both in the General Education and the majors, on two essential areas, writing and international education. First, because writing is among the most crucial skills, Southern ensures that writing permeates the total course of study, starting in freshman composition courses and continuing through writing intensive courses in each major. Second, as detailed elsewhere in this catalog, Southern has a special emphasis in international education. An awareness of other peoples, languages and cultures is becoming increasingly necessary. Southern strives to promote a global perspective in every possible course, including those in the General Education.

Thanks to technological resources and the commitment of our faculty, students have the opportunity to complete many of the General Education courses in modes that suit their individual schedules and needs. While Missouri Southern offers all of the General Education courses in traditional classroom settings, students who possess the skills and responsibility required for success in General Education courses offered in non-traditional modes, such as on-line and televised courses, will be able to do so.

Your Major

The University offers more than 100 majors in a wide variety of fields. Your pursuit of your major will furnish you with the knowledge in depth that is also characteristic of a well-educated person. Some students come to Southern with a clearly defined idea of their major; others come uncertain, relying on their exposure to the General education curriculum and on experimenting with a few elective courses to help them choose.

In either case, when you emerge with your baccalaureate degree, you will have mastered a body of knowledge that sets you apart from well-educated people in other fields. Often it is your mastery of a particular discipline that makes you of great value in the workplace. Not only do you emerge knowing a great deal, but you also emerge armed with the power to learn more, to extend your knowledge.

Special Features of Missouri Southern

A comprehensive education fostering life-long learning is the aim of our liberal arts curriculum. Southern strives to present the best in higher learning. The following features distinguish our university.

Emphasis on Teaching: The heart of Missouri Southern is that of an undergraduate university where the interaction between teacher and student is of primary importance in the learning experience. Here you will be taught by professors with degrees from the most prestigious universities across the nation.

International Mission: The world is changing rapidly and dramatically. The future will belong to those who have an understanding and appreciation for the world beyond the boundaries of their country. That is why Missouri Southern has chosen to emphasize a global perspective throughout our entire curriculum and wherever possible to add an international dimension to our courses.

Enrichment Programs: Your opportunity for total education is enriched through a variety of special programs including the Honors Program, internships and independent study opportunities, involvement with the student media and "themed" semesters that focus on a country, continent or section of the world. Study abroad opportunities include the Summer in Sweden art program; language immersion programs in France, Germany,

10 General Education

Mexico and Spain; and semester-long exchange programs throughout the world. Short-term study abroad experiences, including comparative trips and on-site classes, introduce students to aspects of another country's culture in order to expand their views beyond the U.S. perspective.

Total Collegiate Experience: A great deal of college education happens outside the classroom. An array of extracurricular activities is offered to meet almost every academic and social interest. In addition, numerous services are available for the student to meet educational and personal needs.

Assessment of Outcomes: Missouri Southern continually assesses the effectiveness of its programs, including the General education curriculum and all the majors. The assessment information helps us revise and improve our programs. In this way, we ensure our curriculum is dynamic and up-to-date.

Diverse Student Body: Students at Southern represent a wide variety of ages and places of origin. The sizable enrollment of nontraditional students (those over 25) and international students is a great advantage. On our campus, students come to see each other as friends and allies and learn to develop healthy and supportive relationships with a variety of people.

Flexible Class Scheduling: Day and evening classes, hybrid classes, delayed start and intersession classes are available to students for the purposes of flexible scheduling. The Division of Lifelong Learning provides a variety of forms of access to education to meet the needs of today's students. Access to educational opportunities is provided through Internet, blended Internet, on-ground (hybrid), and Internet television (ITV) classes.

More complete information on each of these features is found in the catalog. And of course, our faculty and staff are always willing to help you to make the most of your college experience. Don't hesitate to ask. We're here for you!



Assessment of Outcomes

Goals of Assessment of Outcomes

Assessment is an ongoing, cyclical effort of identifying goals, developing programs to achieve those goals, evaluating the effectiveness of the programs, analyzing results, redefining goals and improving programs. That cycle is a basic responsibility of all faculty and administrators. Stated goals of outcomes assessment at Missouri Southern are:

1. Evaluation of institutional effectiveness by research and assessment of:
 - a. Core Curriculum programs and school departments
 - b. Academic and developmental student outcomes
2. Improvement of both academic and student affairs programs:
 - a. To increase student academic and developmental outcomes
 - b. To increase student retention and degree completion
3. Provision of data needed for assessment, program review and strategic planning to fulfill the university mission
4. Fulfillment of governmental mandates

In its mission, Missouri Southern is committed to developing effective programs to fulfill the needs of the students while developing knowledge, skills and positive attitudes so they can be successful and responsible citizens of a diverse world. In order to accomplish that goal, ongoing assessment is conducted not only by professors in classes offered each semester, but also by faculty and administration in program evaluation processes. The Center for Assessment and Institutional Research assists faculty and administration in gathering data for those studies. In addition, a Faculty Assessment Advisory Committee meets regularly to study current assessment methods and make recommendations for improvement of the University's assessment program.

Program for Assessment of Outcomes

Importance of assessment for college accountability is underscored by a Board of Governors policy requiring that students participate in assessment activities when requested. Information obtained from standardized tests, faculty developed tests, surveys, student research, portfolio reviews, student interviews and performances is used to develop both quantitative and qualitative data needed for the analysis phase of our assessment plan. Three identified areas of student outcomes are assessed each year: General Education, programs and student development. In addition, follow-up studies of alumni and their employers are conducted periodically.

General Education: Data for study is gathered each year by administering a standardized test and needed surveys to incoming freshmen and exiting seniors. The Proficiency Profile from the Educational Testing Service is a standardized test used to measure the impact of the General education curriculum on students as they complete a degree program. Students are called upon to analyze, synthesize, apply and evaluate information within several academic contexts, rather than just to recall or recognize content. Missouri Southern seniors consistently score at or above the national average on this test.

Program Level: The faculty and administration of each department are responsible for evaluating the effectiveness of their programs. Departments have mission statements, goals and objectives that are drawn from our institutional mission and values. Evidence is gathered through multiple measures and analyzed in an atmosphere of shared responsibility among department faculty and administrators.

Following guidelines from the Higher Learning Commission in determining the role of assessment in affirming and improving student learning, departments are asked to respond to the following questions:

1. How are your stated student learning outcomes appropriate to your mission, programs and degrees?
2. What evidence do you have that students achieve your stated learning outcomes?
3. In what ways do you analyze and use evidence of student learning?
4. How do you ensure shared responsibility for assessment of student learning?
5. How do you evaluate and improve the effectiveness of your efforts to assess and improve student learning?
6. How do you insure your student learning outcomes are shared with campus constituencies and the public?

A variety of assessment methods are used by the various departments. Some departments that offer degrees leading to state or national certifications use the required standardized tests for certification as their quantitative measures. These departments include computer information science, dental hygiene, education, medical technology, radiological technology, respiratory care and nursing. Departments that use standardized major field tests offered by the Educational Testing Service, PACAT, Inc. or by their particular professional organizations include biology, business administration, chemistry, criminal justice administration, English, environmental health, history, mathematics, physics, sociology, music and psychology.

In major areas where standardized tests are currently unavailable, departmentally developed assessments are used. They utilize one or more of the following methods: faculty developed exams, portfolio review, student interviews, external examiners, capstone projects and simulations, among others. The art, communications, kinesiology, political science, foreign language and theatre departments have developed such plans.



12 Assessment of Outcomes

Student Development: The impact of a college is not limited to the classroom. While General education curriculum and departmental major assessment is focused on knowledge and skill outcomes, student development assessment focuses on social and personal growth of students both inside and outside of the classroom. Surveys are the primary method of gathering data to assess student development. Data are collected from entering and graduating students each year to assess current attitudes and opinions as well as trends in that information.

Results of Assessment of Student Learning Outcomes

As our assessment program matures, we have an ongoing commitment to use the data collected from tests, surveys, etc. to analyze trends and link results to the review and planning processes. Teams of students, faculty, administrators and staff are involved in these activities.

Evaluation of our assessment process continues as we make improvements and confirm successes to insure the integrity of our assessment efforts.



Fee Policies

Please visit our homepage at www.mssu.edu for our online Schedule of Classes that contains the most up-to-date listing of tuition and incidental fees.

The University reserves the right to change fees without notice.

Payment of Fees

1. Tuition and Incidental Fees

For all students who have registered for fall, spring or summer semesters, 100% of the semester charges must be paid by the published due date for each respective semester. Due dates can be found on the Bursar's Office website and in the Schedule of Classes for the respective semester. Failure to remit the balance due may result in an immediate cancellation of the student's class schedule. Students enrolled in intersession classes must have their fees paid in full prior to the first day of class.

Students are required to view their student account balance via LionNet at www.mssu.edu upon enrollment. No invoice will be mailed. Students are responsible for any outstanding balance and are required to remit payment by the published due date.

It is extremely important to realize that a financial obligation is incurred at the time of enrollment. Services are rendered as of the first day of class so unless a student officially withdraws prior to that day, fees will be assessed in full. No reduction in charges according to the University refund policy will be credited to the students account until an official withdrawal is completed. Students dropped for non-payment are not relieved of their financial obligation. An official withdrawal is required.

Students expecting their student account balance to be paid through financial aid sources must have all necessary documentation filed with the Financial Aid Office by April 1st for the Fall term and by November 1st for the Spring term in order to receive consideration for payment deferment.

Students enrolled in evening, weekend Internet and televised classes for regular college credit courses, applicable toward an associate or baccalaureate degree, are subject to the same fees, rules and regulations as set forth for students attending day classes. Any special fees associated with a course will be listed in the Schedule of Classes.

Appeals concerning special problems pertaining to fees should be directed in writing to the Bursar in Hearn Hall.

2. Residence Hall

As stated in the contract agreement, students will be responsible for the full semester fee at the time that all other student account charges are due. The security deposit will be refunded only if the terms of the contract have been fulfilled.

Explanation of Fees

Admission Application Fee - a non-refundable administrative fee required upon submission of an application for admission.

Change of Class Schedule Fee - an administrative fee charged for each class change (add or withdrawal) made after the first week of the semester.

Distance Learning Fee - a fee charged to off-set costs unique to the distance learning environment including: development of specialized Internet courses, fees to broadcasters for carrying televised courses, transmitter and

tower costs for televised courses, host servers for Internet courses and video and Internet materials developed by independent producers.

Distance Learning Library Fee - a fee associated with online classes to assist with the updating, development and maintenance of online library resources, access, and availability.

Equipment Fee - an incidental fee assessed each semester, which enables the University to provide the most technologically current equipment for use in the classroom and laboratories. All fees collected will be used solely for the purchase of equipment, which will directly benefit the students in their University course work.

Late Registration/Reinstatement Fee - an administrative fee assessed to students who enroll for classes after the first full week of the semester or seek reinstatement for class schedules cancelled for non-payment.

Parking Fee - an incidental fee assessed each semester to cover all costs associated with vehicle registration, roadway and sidewalk maintenance and campus security.

Records Fee - an incidental fee assessed to all students each semester to cover an unlimited number of transcripts, cap and gown and diplomas. This replaces the old transcript and commencement fees.

Special Course Fees - fees are charged for additional course materials and/or services for specific courses. Courses include but are not limited to art, music, education, dental hygiene, nursing, radiology and photography.

Student Activity Fee - an incidental fee assessed each semester to support various aspects of campus life including student activities, student government, student publications and other events and services provided by the University.

Student Health Center Fee - an incidental fee assessed each semester to help defray the cost of students' basic office visits to the Missouri Southern State University's Student Health Center, including first aid, injury care and screening for certain illnesses. The Student Health Center is staffed with a full-time family nurse practitioner. Additional fees are charged for professional services such as laboratory tests, physical examinations, x-ray, prescriptions, etc.

Lion Card ID Fee - a one-time fee assessed to all new students for the Lion Card allowing the issuance of a photo identification card. The Lion Card is a single card solution for official MSSU identification, as well as "tap-and-go" meal plan tracking, debit (Lion Bucks) account purchases, electronic door access control and special access to campus privileges venues such as the Beimdick Recreation Center and Wilcoxon Student Health Center. Please see www.lioncard.mssu for additional information about MSSU's Lion Card Program.

Student Recreation Center Fee - an incidental fee assessed each semester for access to and use of the Student Recreation Center Facilities. This facility houses a student health center, three-court gymnasium, aquatics center, racquetball courts, elevated running/walking track, weight and cardiovascular areas, group exercise rooms, locker rooms, showers and a 150 seat theater auditorium.

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Textbook Rental Fee - aa per credit hour fee assessed for the use of rental textbooks. The University operates a rental system through the University Bookstore which allows the use of the required textbook by the student for one semester. It should be noted that some classes may require the purchase of supplemental books and materials not available through the rental system. Textbooks must be returned no later than 4 P.M., Monday following the week of finals. A book drop is located in the wall behind Billingsly Student Center for after-hours and weekend drop off.. Textbooks not returned by this time will be charged to the student's account at the retail price. This fee may be reduced to a late fee equal to the current rental fee when returned through the published late book return date. Visit www.mssu.edu/bookstore for more information.



Refund Policy

(Except for Residence Hall Charges)

During the course of any semester, if a student finds it necessary to drop individual classes or fully withdraw from the University, the fee refund policy for full-term classes is as follows:

For Fall and Spring Semesters

Prior to the end of the first two weeks of classes 100% refund
Third and fourth week 50% refund
After the fourth week 0% refund

For Summer Semester

Prior to the end of the first week of classes 100% refund
Second week 50% refund
After second week 0% refund

For Intersession

No refund of fees after first day of intersession classes.

Withdrawal from classes during the 50% refund period means that the student will be responsible for 50% of the cost of tuition and fees. Withdrawal from some classes after the fourth week, the student will be responsible for 100% of the cost of tuition and fees.

NOTE: Dates may vary for Off-Schedule classes. Withdrawal and refund of fees information listed only pertains to full-term classes. Students must contact the Registrar's Office for information on off-schedule courses.

To be eligible for a refund, the student must formally complete a drop form and submit it to the Registrar's Office within the refund period. If the student is withdrawing from the University completely, he or she must complete a withdrawal form with the University Exit Counselor within the published deadline dates.

Failure to attend classes will not constitute a withdrawal.

NOTE: If the student withdraws after payment of any or all fees for the semester, any monies due to the student will be mailed after fee refunds have been applied. However, if the University costs have been paid partially or fully by financial aid (scholarships, grants, loans, other government assistance programs, etc.) the refund monies will be first applied to the financial aid program source. Please see the repayment notice of Title IV aid paragraph below for further explanation. Once these awards have been fully refunded, any remaining balances will be forwarded to the student.

All refunds must be claimed during the term for which the refund applies. Students who feel that individual circumstances warrant exceptions to this policy may appeal in writing to the Bursar. This appeal must be made during the term for which the refund applies.

REPAYMENT NOTICE FOR FEDERAL FINANCIAL AID

Students who withdraw on or before the 60% point of the semester will be subject to repayment of part or all of their aid as determined by Federal Regulations.

- Students will be notified in writing of any amount due. A hold will be placed on the student's account until repayment is made in full.
- Students must make repayment of their portion of financial aid within 45 days. Failure to make repayment within 45 days will result in:
 1. Referral to the Federal Government for collection.
 2. Ineligibility for Federal Financial Aid from all colleges and universities until the overpayment of aid and interest due is paid to the U.S. Department of Education.

For policies concerning fee refunds for Residence Hall charges, please refer to the Residence Life contract.



Academic Calendar

2012 Fall Semester

August 2012						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2012						
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23	24	25	26	27	28	29
30						

October 2012						
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28	29	30	31			

November 2012						
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11	12	13	14	15	16	17
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December 2012						
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23	24	25	26	27	28	29
30	31					

January 2013						
S	M	T	W	T	F	S
		1	2	3	4	5
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August 16 Class Registration
 August 16 Freshman Assessment Day
 August 17 Faculty Study Conference & Class Registration
 August 20 **CLASSES BEGIN**
 August 27 Drop/Add Fees & Late Registration Fees Begin
 August 31 Last Day for Full Refund of Fees
 September 3 Dismissal for Labor Day
 September 14 Withdrawal after this Date No Refund of Fees
 October 15-16 Fall Break
 November 2 Last Day to Withdraw from a Class with a "W"
 November 21-23 Dismissal for Thanksgiving Holiday
 December 3 Last Day for Complete Withdrawal with all "W's"
 December 7 Last Day of Classes
 December 10-14 Final Examinations
 December 14 End of Semester
 December 15 Commencement

2013 Spring Semester

January 10 Class Registration
 January 11 Faculty Study Conference & Class Registration
 January 14 **CLASSES BEGIN**
 January 21 Drop Add & Late Fees Registration Begin
 January 25 Last Day Full Refund
 February 8 Withdrawal after this Date No Refund of Fees
 February 20 Senior Assessment Day
 March 18-22 Spring Break
 April 5 Last Day to Withdraw from a Class with a "W"
 April 29 Last Day for Complete Withdrawal with all "W's"
 May 3 Last Day of Classes
 May 6-10 Final Examinations
 May 10 End of Semester
 May 11 Commencement
 May 13-24 Intersession

2013 Summer Semester

May 20 Ten and First Six Week Sessions Begin
 June 3 First Four Week Session Begins
 June 3 Eight Week Session Begins
 June 27 End of First Four and Six Week Sessions
 July 1 Second Four and Six Week Sessions Begin
 July 4 Dismissal for Fourth of July Holiday
 July 25 Ten, Eight, and Second Four Week Sessions End
 August 8 Second Six Week Session Ends

February 2013						
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Academic Calendar

2013 Fall Semester

August 15 Class Registration
 August 15 Freshman Assessment Day
 August 16 Faculty Study Conference & Class Registration
 August 19 **CLASSES BEGIN**
 August 26 Drop/Add Fees & Late Registration Fees Begin
 August 30 Last Day for Full Refund of Fees
 September 2 Dismissal for Labor Day
 September 13 Withdrawal after this Date No Refund of Fees
 October 14-15 Fall Break
 November 1 Last Day to Withdraw from a Class with a "W"
 November 27-29 Dismissal for Thanksgiving Holiday
 December 2 Last Day for Complete Withdrawal with all "W's"
 December 6 Last Day of Classes
 December 9-13 Final Examinations
 December 13 End of Semester
 December 14 Commencement

2014 Spring Semester

January 9 Class Registration
 January 10 Faculty Study Conference & Class Registration
 January 13 **CLASSES BEGIN**
 January 20 Drop Add & Late Fees Registration Begin
 January 24 Last Day Full Refund
 February 7 Withdrawal after this Date No Refund of Fees
 February 19 Senior Assessment Day
 March 17-21 Spring Break
 April 4 Last Day to Withdraw from a Class with a "W"
 April 28 Last Day for Complete Withdrawal with all "W's"
 May 2 Last Day of Classes
 May 5-9 Final Examinations
 May 9 End of Semester
 May 10 Commencement
 May 12-23 Intersession

2014 Summer Semester

May 19 Ten and First Six Week Sessions Begin
 June 2 First Four Week Session Begins
 June 2 Eight Week Session Begins
 June 26 First Four and Six Week Sessions End
 June 30 Second Four and Six Week Sessions Begin
 July 3 Dismissal for Fourth of July Holiday
 July 24 Ten, Eight, and Second Four Week Sessions End
 August 7 Second Six Week Session Ends

March 2014						
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September 2014						
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September 2013						
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December 2013						
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January 2014						
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18 Campus Map

MISSOURI SOUTHERN STATE UNIVERSITY

- ACADEMIC BUILDINGS**
- 1 Anderson Public Safety Center
 - 2 Fine Arts Complex
 - 3 Gene Taylor Hall
 - 4 Health Sciences
 - 5 Hearnes Hall
 - 6 Kuhn Hall & Kuhn Annex
 - 7 Mansions Annex
 - 8 Reynolds Hall
 - 9 Robert W. Plaster Free Enterprise Center
 - 10 Spiva Library
 - 11 Thomas E. Taylor Performing Arts Center
 - 12 Unimel Technology Building
 - 13 Webster Hall
- ATHLETIC FACILITIES**
- 14 Cross Country Track
 - 15 Hal Bodon Soccer Field
 - 16 Joe Becker Stadium (not shown)
 - 17 Kungie & Wild Softball Fields
 - 18 Leggett & Platt Athletic Center
 - 19 Robert E. Young Gymnasium
 - 20 Robert W. Plaster Sports Complex
 - 21 Tennis Courts
- STUDENT SUPPORT FACILITIES**
- 22 Beindiek Student Recreation Center
 - 23 Billingsly Student Center
- RESIDENCE HALLS**
- A Blaine Hall
 - B Dishman Hall
 - C Dryer Hall
 - D East Hall
 - E Gockel Hall
 - F Headlee Hall
 - G McCormick Hall
 - H Maupin Hall
 - I Mitchell Hall
 - J Slegge Hall
 - K Stone Hall
- CAMPUS SUPPORT FACILITIES**
- 33 Campus Fire Safety & Environmental Health
 - 34 Grounds Shop
 - 35 Hempen House
 - 36 Physical Plant
 - 37 University Police Department
- AREAS OF SPECIAL INTEREST**
- 28 Biology Pond
 - 29 Oriental Brier
 - 30 Picnic Shelter
 - 31 Stults Memorial Garden
 - 32 Flag of Freedom Plaza
- 24 Dianne Mayes Student Life Center**
- 25 Joplin Regional Center
 - 26 Ralph L. Gray Alumni Center
 - 27 Wilcoxon Student Health Center



ACADEMIC BUILDINGS

- 1 Anderson Public Safety Center**
Anderson Auditorium
Criminal Justice
Franklin Technology Center
Law Enforcement Academy
MOCAP Research Lab
- 2 Fine Arts Complex**
Art Department
Music Department
Phinney Recital Hall
Spiva Art Gallery of MSSU
- 3 Gene Taylor Hall**
Child Development Center
Honors Program
Teacher Education
- 4 Health Sciences**
Dr. Crockett Dental Hygiene Clinic
Nursing
Psychology
Radiologic Technology
Respiratory Care
- 5 Hearnes Hall**
Academic Advising & Testing Services (ACTS)
Administrative Offices
Advancement, Development, & Foundation
Business Office
Enrollment Services
Financial Aid
First-Year Experience
Human Resources
Project Stay
Student Success Center
- 6 Kuhn Hall & Kuhn Annex**
English & Philosophy
- 7 Mansion Annex**
Franklin Technology - Practical Nursing
Upward Bound
- 8 Reynolds Hall**
Biology & Environmental Health
Chemistry & Physical Sciences

Mathematics

- 9 Robert W. Plaster Free Enterprise Center**
Business Administration
Computer Information Science
Cornell Auditorium
Information Technology Services
International Trade & Quality Center
Small Business Technology Development Center
- 10 Spiva Library**
Career Services
Library
- 11 Thomas E. Taylor Performing Arts Center**
Bud Walton Theatre
Taylor Auditorium
Theatre
- 12 Ummel Technology Building**
Anatomy & Physiology Labs
Computer Aided Drafting & Design
- 13 Webster Hall**
Engineering Technology
88.7KXMS / Fine Arts Radio
International
The Chart student newspaper
Communications
Lifelong Learning
Graduate Center
Institute of International Studies
Missouri Southern Television (KGCS-LP)
Social Science
W. Robert Corley Auditorium

ATHLETIC FACILITIES

- 14 Cross Country Track**
- 15 Hal Bodon Soccer Field**
- 16 Joe Becker Stadium**
(Home of Baseball Lions)
Located at 3rd & High Streets
- 17 Kungle & Wild Softball Fields**
- 18 Leggett & Platt Athletic Center**
Freeman Fitness Center
St. John's Track
Athletics
- 19 Robert E. Young Gymnasium**
Kinesiology
Swimming Pool
Racquetball Courts
Wellness Programs
Development Offices
- 20 Robert W. Plaster Sports Complex**
- 21 Tennis Courts**

STUDENT SUPPORT FACILITIES

- 22 Beimdiek Student Recreation Center**
- 23 Billingsly Student Center**
Bookstore
Campus Card Service Center & Ticket Office
Lion's Den Food Court
Office Services (Copy Center & Mail Center)
Phelps Theatre
Student Services Office
- 24 Dianne Mayes Student Life Center**
Cafeteria
Recreation Facilities
Residence Life Office
- 25 Joplin Regional Center**
Educational Talent Search
University Relations & Marketing
- 26 Ralph L. Gray Alumni Center**
- 27 Willcoxon Student Health Center**

AREAS OF SPECIAL INTEREST

- 28 Biology Pond**
 - 29 Oriental Bridge**
 - 30 Picnic Shelter**
 - 31 Stults Memorial Garden**
 - 32 Flag of Freedom Plaza**
- ## CAMPUS SUPPORT FACILITIES
- 33 Campus Fire Safety & Environmental Health**
 - 34 Grounds Shop**
 - 35 Hempen House**
 - 36 Physical Plant**
Central Stores & Receiving
Greenhouse
Facility Operations & Maintenance
 - 37 University Police Department**

RESIDENCE HALLS

- A Blaine Hall
- B Dishman Hall
- C Dryer Hall
- D East Hall
- E Gockel Hall
- F Headlee Hall
- G McCormick Hall
- H Maupin Hall
- I Mitchell Hall
- J Stegge Hall
- K Stone Hall

Contact Information

Missouri Southern State University • 3950 E. Newman Road • Joplin, Missouri 64801-1595

417.625.9300 • 1.866.818.MSSU • www.mssu.edu

Academic Affairs	625-9394	KXMS-88.7	625-9356
ACTS-Advising, Counseling & Testing Services	625-9324	Library	625-9386
Admissions Office	625-9378	Lifelong Learning	625-3003 or (866-266-2221)
Alumni Affairs	625-9355	Loans/Financial Aid	625-9325
Assessment/Institutional Research Center	625-9349	Missouri Southern Foundation	625-9396
Athletics - Baseball, Basketball, Cross Country (M), Football, Golf, Track & Field (M)	625-9317	News/Publications	625-9399
Athletics - Cross country (W), Soccer, Softball, Tennis, Track & Field (W)	625-9316 or (877-946-6772)	Nurse's Office	625-9323
Beimdiek Recreation Center	659-5455	Physical Plant	625-9331
Blackboard Help Desk	625-9885	President's Office	625-9501
Bookstore	625-9380	Purchasing	625-9329
Book Rental	625-9306	Registrar	625-9336
Bursar's Office (cashier)	625-9381	Residence Halls	
Business Affairs	625-9728	Blaine Hall	659-4107
Cafeteria	625-9825	McCormick Hall	659-4190
Campus Card Services Center	625-5463	Student Life Center	659-4461
Career Services	625-9343	Public Safety	626-2222
Catalog & Bulletins	625-9378	School of	
Child Development Center	625-9360	Arts & Sciences	625-9385
Credit Evaluations/Transcripts	625-9389	Business Administration	625-9319
Dental Hygiene Clinic	625-9709	Education	625-9314
Disability Service	659-3725	Health Sciences, Public Safety, & Technology . .	625-9328
Faculty Appointments	625-9394	Small Business & Technology Development Center .	625-3128
Financial Aid	625-9325	Southern Welcome Orientation	625-3158
First-Year Experience Program	625-9731	Sports Information	625-9359
Gifts & Annuities	625-9396	Student Activities	625-9346
Graduate Office (MSSU)	625-9384	Student Affairs	625-9346
Graduate Office (UMKC)	625-3133	Student Employment	625-9398
Honors Program	625-3005	Student Organizations	625-9320
Housing	625-9522	Student Success Center	659-3725
Institute of International Studies	659-4442	Swimming & Racquetball	625-9390
International Student Exchange Program	625-9372	Testing (ACTS)	625-9324
International Student Office	625-9372	Theatre Box Office	625-3190
KGCS-TV	625-9375	Ticket Office (BSC)	625-9366
		University Relations & Marketing	625-9399
		Veterans Affairs	625-3159

STUDENT AFFAIRS

Advising, Counseling & Testing Services (ACTS)

Admissions

Campus Card Services Center

Career Services

Disability Services

Financial Aid

Intercollegiate Athletics

Recreational Services

Residence Life

Student Life Center

Student Activities

Student Health Services

Student Policies

Student Success Center

TRIO PROGRAMS

Talent Search

Project STAY

Upward Bound

University Dining Services

University Police Department

STUDENT AFFAIRS

Vice President for Student Affairs

Darren Fullerton
417.625.9392

Mission

The Division of Student Affairs at Missouri Southern State University is committed to creating a positive campus community which values student success and life-long learning in a global society. The division provides students with a variety of programs, services, and facilities that enhance and support their academic experience and prepares them to meet life-long intellectual, ethical, personal and career challenges.

Purpose and Objectives

The division includes Admissions, Advising Counseling and Testing, Career Services, Dean of Students, Financial Aid, Food Service, International Admissions, Disability Services, Recreational Services and Wellness, Residence Life, Student Activities, Student Health Services, Student Government, Student Success Center, TRIO Programs (Project STAY, Upward Bound and Talent Search), and University Police.

With the goal of helping students to fully develop and achieve their educational goals, professional staff members are trained to support students by:

1. providing a campus climate in student residence and campus affairs that is conducive to academic achievement;
2. providing services which will assist in the self-development of all students and promote the understanding of their own purposes for being in college;
3. providing, through student government, student organizations and student activities, both an opportunity to practice democratic living, with both rights and responsibilities and a chance to learn to work effectively and cooperatively with others;
4. providing an opportunity for those individuals who are capable of profiting from higher education by providing financial assistance, when necessary, in the form of scholarships, grants, loans and employments;
5. helping each student develop a sense of individual responsibility and self-discipline;
6. interpreting college objectives, policies and rules to students and communicate student attitudes, opinions and activities to the faculty, administration and general public;
7. providing student health services that meet the emergency and temporary medical needs of all students;
8. providing an opportunity for students to gain information about the world of work and job opportunities; and
9. providing assistance and direction in matching student qualifications with job requirements.

ADVISING. COUNSELING & TESTING SERVICES (ACTS)

Kelly E. Wilson, Director
Hearnes Hall, 417.625.9324
Email: acts@mssu.edu

The primary goal of the Advising, Counseling and Testing Services (ACTS) department is to promote the student's academic and personal development. Services are provided for individuals with educational, academic, personal and social concerns. Experienced professional staff and clinical counselors provide individual counseling for academic, career and short-term personal concerns as well as offer a variety of tests, inventories and referral services. Such services are considered confidential.

Advising Services

MSSU Academic Advising Mission

The Academic Advising mission at Missouri Southern is an educational process that, by intention and design, facilitates students' understanding of the meaning and purpose of higher education and fosters their intellectual and personal development toward academic success and lifelong learning.

Vision

At Missouri Southern State University, academic advising provides students with the opportunity to build a relationship with their adviser for the purpose of gaining assistance in planning their educational career, in learning the skills needed for academic success and in learning how to access the variety of resources and services available to them on the Missouri Southern campus.

Academic advising is an extension of teaching. Academic advising is a collaborative educational process whereby students and their advisers are partners in meeting the essential learning outcomes, facilitating student academic success and outlining the steps for achievement of the students' personal, academic and career goals. This adviser/student partnership requires participation and involvement of both the adviser and the student as it is built over the student's entire educational experience at Missouri Southern. Both the student and the adviser have clear responsibilities for ensuring the advising partnership is successful.



Missouri Southern State University adopts the National Academic Advising Association (NACADA, 2006) Core Values and the Council for the Advancement of Standards in Higher Education (CAS, 2007).

Students with Declared Majors

Students, who have declared an academic major, will be assigned to a faculty member in the department of their major. Adviser assignments for new freshman will take place during the UE 100 University Experience Class. Adviser assignments are made at the departmental level.

Undecided Students

Students who have not declared an academic major area of study will be assigned an adviser from the ACTS staff. Approximately 60 percent of the entering freshmen are undecided. At the beginning of each semester, the ACTS staff conducts group advising sessions for their undecided students. These sessions are then followed up with an individual appointment with the academic adviser to discuss an academic plan and preparation for enrollment into the next semester classes. Advisers work closely with students in exploring their educational and degree options. The responsibility for satisfying all requirements rests with the student. Advisers, faculty and administration assist in meeting this responsibility.

Career Exploring

Students who are uncertain of their major are encouraged to make an appointment with a counselor with ACTS or with the Career Services department to identify, understand and explore academic/career related concerns. Interest and personality inventories are available, as well as a career library to assist in the career decision-making process. Career and Life Planning classes are offered each semester for exploring students.

Do What You Are, a computer based career information system, is available and designed to assist students in clarifying values, assessing competencies and interests, making decisions, securing information on occupations, educational opportunities and selecting appropriate career development strategies.

Major Fair: The intent of this program is to provide a centralized opportunity for students to investigate various curricular and career options in one place at one time and allows academic departments showcase their majors and minors.

Counseling Services

Confidential, personal counseling is available to students who may be struggling with relationship issues, anxiety, stress, depression, adjustment issues, grief, trauma or problems with eating disorders or drug or alcohol abuse. Contact the ACTS department in person or by phone to set up an appointment. Clinical Counselors are licensed professionals. Referrals to additional resources may be given as appropriate.

Consultation and Referral: Clinical Counselors are available, upon request, to provide consultation to the administration, faculty, staff and students. The staff also will facilitate referrals to outside agencies and to licensed professionals as needed.

Emergency

Crisis intervention is provided to deal with situations requiring immediate attention. Call MSSU Department of Public Safety after hours—24/7 at 417-626-2222 or a police department at 911.

Non-Traditional Student Program

Students who have been out of school for several years often have unique concerns about returning to college. Workshops to ease the transition to college are offered periodically.

Prevention Outreach

Missouri Southern actively participates in the statewide coalition Partners in Prevention (PIP). PIP's mission is to create a campus, city and state environment that supports responsible decision making in regards to alcohol by the college students who attend the public higher education institutions in the state of Missouri. PIP's focus is on decreasing at-risk drinking by students on Missouri's college and university campuses. Nationally recognized Missouri Partners in Prevention has been selected as a recipient of CADCA's 2009 Got Outcomes! For more information about these efforts visit <http://pip.missouri.edu/>

Prevention Programming includes: Wellapalooza, Connect 2U (Mental Health Week), Healthy Relationship Week, Eating Disorder Awareness Week, Gambling Awareness, Safe Spring Break Week and Final Madness. During these events we educate students in a variety of ways and activities.

Other Services

Outreach: Special programs and workshops designed to define and/or to prevent problems and to improve the quality of college life are presented. These offerings provide information, techniques and skills relevant to specific topics of interest such as: stress management, test anxiety, self-esteem and building successful relationships.

Testing Services

Missouri Southern is a national testing center for the following examinations:

1. ACT (Placement test for college entrance)
2. Praxis Series (National Teachers Exam)
3. GED (General Education Development high school equivalency test)
4. MAT (Miller's Analogy Test for graduate school)
5. CLEP (College Level Examinations Program)
6. Michigan Test (English Language Proficiency)
7. LSAT (Placement test for law school)

The CLEP (College Level Examination Program) is administered by appointment. The student must contact the ACTS department to register prior to the testing time/day. This program is designed to allow students to receive, upon attaining a passing grade, proficiency credit for General Education Requirements. In order to receive credit for a CLEP examination, a student must have the following qualifications:

- (a) not have taken an examination over the course within the preceding six months;
- (b) not have credit in a more advanced course in the same field;
- (c) be working toward a degree at Missouri Southern State University;
- (d) not use the examination to replace a previously earned grade.

Proctoring Tests

The ACTS department also provides proctors and a testing room for students taking correspondence courses from other accredited institutions. Appointments must be made prior to taking the test. A fee will be charged for each test administered.

TOEFL: All students whose native language is not English, who wish to transfer with 24 hours are required to have either the TOEFL or the Michigan College English Test. For more information on the TOEFL exam visit Educational Testing Services at www.ets.org.

Minimum TOEFL scores are:

- Score of 520 + for TOEFL paper based plus TOEFL writing 4.0 +
- Score of 190 + for TOEFL computer-based plus TOEFL writing 4.0 +
- Score of 68 + for TOEFL internet based plus TOEFL writing 4.0 +

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The Michigan College English Test (Melicet): This exam is administered and scored on campus. A passing grade on the Michigan Test is a composite score of 75 with a minimum score of 10 in reading and 4.0 in writing. If proficiency on the Michigan Test is not achieved, the applicant must wait 60 days to retake the test. There is a fee for this test and a passport or green card is required for identification.

GED: The ACTS department also provides the GED (General Education Development) High School Equivalency Test as a service to the people of Southwest Missouri who were unable to complete their high school education. The person making an acceptable score on the GED test will receive a high school equivalency certificate from the Missouri State Department of Education. Applications for GED testing are available from the ACTS department.

Student Success Initiatives

Lion Alert

Lion Alert was developed as part of our Student Success Initiatives to provide support and interventions for students who have been identified as academically at-risk. The focuses of the Lion Alert efforts are on actions taken by the student and on behalf of students early in their semester and early in their college studies. Early referral and early response allows for resources to be provided before any prolonged struggle. Referrals are made online through Missouri Southern's Lionet portal.

Mid-Term Grades

In order to support Missouri Southern State University's commitment to student success, mid-term grades were adopted. Midterm grades are indicators of a student's progress. They are equally important to the potential Dean's List student, the student on probation and the marginal student. In each case, the student's efforts can be directed to achieve his or her goals. Midterm grades are not recorded on official student transcripts and as such, will only be changed in the event of a data entry or calculation error.

A student will be considered academically at-risk if his/her midterm grade point average (average based on that term's midterm grades) falls below 2.0. A student at-risk (in this situation) will be encouraged, by letter, to meet with his/her faculty advisor to discuss options and implement a course of action to improve the student's academic performance. Mid-term grades are reported to students through the university's Lionet portal.

Path to Academic Success (PASS)

PASS is an early warning program designed to assist freshmen students who are academically at-risk. The program aims at enhancing academic success through a variety of academic success services including personalized academic success plans, individual academic coaching, strategic workshops and periodic progress checks. This program is not a class; it is an academic support system.



ADMISSIONS

Derek Skaggs, Director of Admissions
Hearnes Hall, 417.781.6778

Admission decisions are based on current admission policies established by the Board of Governors and are made in accordance with the recommendations of the Coordinating Board for Higher Education. Students are encouraged to apply for admission early. Applications are available through the Admissions Office, the Admissions website www.mssu.edu/admissions and most high schools and community colleges. Admission requirements are subject to change without notice. Missouri Southern State University encourages students from private, home schooling and non-accredited high schools to contact the Admissions Office for details on how to be accepted into Missouri Southern.

Credentials Required for Freshman Admission Regular Admission

- (1) **High School Transcript:** An official transcript of high school credits must be filed showing that requirements for graduation have been met. A 6th, 7th or 8th semester rank in class must appear on the record. The University will accept a satisfactory score on the General Educational Development (GED) test in lieu of a high school transcript.
- (2) **Placement Test:** Missouri Southern participates in the American College Testing Program (ACT). Scores from the enhanced battery must be presented as an admission credential. These tests are administered at nationally approved test centers five times a year. Missouri Southern is a test center. Students over the age of 21 applying as first-time freshmen are not required to submit an ACT score; however, ACT or MSSU placement tests must be taken if no math or English class has been completed prior to enrolling in those classes. Either ACT or SAT scores are acceptable.
- (3) **Application:** Missouri Southern admits students on a rolling basis. Students are encouraged to apply early. The application for admission must be submitted to the Admissions Office one week before the first day of enrollment (see University calendar on page 16). This includes all credentials required by the Admissions Office.
- (4) **Application Fee:** A fee of \$25 must be included with the application for admission. (This fee is non-refundable and non-applicable to other college fees.)
- (5) **Miscellaneous Requirements:**
Additional credentials may be required from students whose application credentials raise questions about their acceptability into the student body. While the University makes every effort to give each applicant an opportunity for a college education, it reserves the right to deny admission when the University's ability to meet the need of the student and/or the welfare of the student body is in question. Students who do not attend Missouri Southern within one year after making application must submit new credentials when seeking admission.

High School Core Curriculum Requirement

The University strongly encourages high school students to follow the Core Curriculum requirements outlined by the Missouri Coordinating Board for Higher Education. The core includes:

English, 4 units. Two units emphasizing composition or writing skills are required. One unit may be speech or debate.

Mathematics, 3 units. The units must include Algebra I, Algebra II and Geometry. A fourth higher level mathematics course is strongly recommended.

Social Studies, 3 units. Courses should include United States history and courses selected from world history, government, geography and economics.

Science, 2 units. General Science does not count. One unit must include a laboratory. Biology, physics and chemistry are strongly recommended.

Visual/Performing Arts, 1 unit. Fine arts courses include such areas as visual arts, music, dance or theatre.

Electives, 3 units. Electives may be selected from world geography, higher level mathematics, additional science, foreign languages (if a language is chosen as an elective, the University recommends 2 units of the same language), advanced placement courses or a combination of the core courses listed above.

Admission requirements are subject to change without notice.

Admissions Review Committee

Individuals who do not meet the University's admission criteria will have their application forwarded to the review committee. The committee may make one of four decisions: grant regular admission, admit conditionally, deny admission or admit as a special non-degree seeking student.

Students With Previous College Experience

Former MSSU Students: Former Missouri Southern State University, Jasper County Junior College and Joplin Junior College students must inform the Admissions Office of their intention to return. Students will be required to update their credentials by using the re-admission application form. No application fee is required.

Transfer Students: First time transfer students who have completed the State of Missouri general education curriculum (42 semester hours) or have earned the Associate of Arts (AA) degree from a two-year or four-year regionally accredited institution prior to enrolling at MSSU are assumed to have met Areas A through H of the MSSU general education curriculum requirements with the possible exception of the state legislation requirement for the U.S. Constitution, Missouri Constitution and American History. See the Academic Affairs section of the catalog under State Legislation Requirements for more details. Transfer students must additionally meet requirements for Area I of the general education curriculum.

Transfer students who have not completed the above general education curriculum will have their courses evaluated on a course-by-course basis. Credits from an accredited two-year college will be accepted to meet lower division (100-200 level) requirements only.

MSSU will accept unlimited lower division transfer hours from accredited two-year colleges. In order to graduate from MSSU, students transferring from two-year colleges must earn a minimum of 60 semester credit hours at Missouri Southern or any other accredited four-year institution provided these existing policies are also met:

1. Students must earn 30 of the last 36 hours at MSSU.
2. One-half of the major requirements must be earned at MSSU.

3. Forty upper-division (300-400) hours are required for graduation.
4. Writing intensive and computer literacy requirements.

The following credentials must be submitted to the Admissions Office:

1. Official transcripts from all previously attended institutions.
2. Eligibility to return to last institution attended.
3. Payment of the \$25 non-refundable application fee.
4. ACT or MSSU placement tests must be taken if no math or English class has been completed prior to enrolling in those classes.

Transfer students who have been awarded a baccalaureate degree from a regionally accredited U.S. college or an accepted foreign equivalent, prior to enrolling at MSSU, are assumed to have fulfilled all lower division general education curriculum requirements except the state legislation requirements. All transfer and post graduate students must also fulfill the state legislation requirement for the U.S. Constitution, Missouri Constitution and American History, see the Academic Affairs section of the catalog under State Legislation Requirements.

Transfer students seeking admission to Missouri Southern State University from colleges or universities not accredited by a regional association may be given full recognition for their credits earned when the credit is appropriate to the student's degree programs and after Missouri Southern State University has validated the courses. Applicants must meet the following conditions:

1. The student must be in good standing at the institution from which they are transferring.
2. The student must have a cumulative GPA of 2.0 or higher (on a 4.0 scale) for all work attempted.

Any transfer student falling below a 2.0 GPA but above the University's standards of progress may be considered for admission on probation.

Transcripts submitted to Missouri Southern State University become the property of the university and cannot be returned to the student or forwarded to other institutions

Transfer Articulation Appeal Process

Transfer students have the right to appeal course articulation from transferring institutions. If you feel a course has not been given proper credit at MSSU, please contact the Transcript Analyst from the Office of the Registrar at MSSU regarding the appeal process. Issues that can be resolved by the Transcript Analyst require no further action by the student or institution.

Courses from non-regionally accredited schools may be challenged for credit by completing a General Academic Petition. The petition must be accompanied with a course syllabus and credentials of the course instructor. Petitions are routed to the department of the course for review and final determination of credit.

Courses from regionally accredited schools that have not been articulated for course credit may be challenged for academic credit toward a degree by completing the General Academic Petition. Appeals require approval from both the department of the course and the department of the major.

Disputes regarding how a course was articulated may be challenged through the appeal process also. The academic department has final determination on course articulation.

Transfer students may request the assistance of the articulation officer from the sending institution in reviewing the situation and giving advice on the merits of the appeal. For additional information from the Missouri Department of Higher Education regarding course articulation please visit: IV. Procedures for Review of Credit Transfer Policy and Compliance found at <http://www.dhe.mo.gov/genedtransferpolicy.shtml#appeals> process.

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Transient Students: Students in good standing at other colleges and universities may wish to enroll at Missouri Southern for the purpose of transferring back to their institutions the credit earned. Admission requires completion of the non-degree application form and payment of the \$25 non-refundable application fee. Students wishing to continue course work at Missouri Southern State University must complete the degree seeking admission application and meet admission criteria.

International Students: International students not citizens of the United States who wish to apply for admission should contact the Admissions Office or access the Admissions website (www.mssu.edu/admissions) for the proper application forms and instructions. In addition to the admission credentials required of all students on page 24, international students must satisfy these concerns: (a) academic competency (b) ability to read and speak the English language adequately for college level study (c) ability to finance the cost of education at Missouri Southern. All applicants from non-English speaking nations must score in the 75th percentile on the Michigan Test for English as a Foreign Language or score 68 or higher on the TOEFL internet based test or score 520 on the TOEFL paper-based test or a minimum of 190 on the TOEFL computer-based test and at least 4.0 on the writing score. The Institute for International Studies office must receive all application and accompanied credentials by the following dates:

Fall Semester	April 1
Spring Semester	November 1

Students who are citizens of the United States and use English as a second language must pass English language competency. A TOEFL internet based test score of at least 68 or TOEFL score of 520 on the TOEFL paper-based test or a minimum of 190 on the TOEFL computer-based test or a score in the 75th percentile on the Michigan Test and at least 4.0 writing score is required of these students.

International English Program: Students who do not meet the English competency standards on the TOEFL or the Michigan Test are required to take courses in the International English Program (IEP) before they can enroll in college level courses. As prerequisite courses the IEP courses are graded and count as hours enrolled/earned in determining student status.

Dual Credit: The Dual Credit Program enables high school students to enroll in college courses and simultaneously earn both high school and college credit for those courses (subject to the agreement of the high school). Missouri Southern is pleased to participate in this program. Admission to the Dual Credit Program is limited to high school students who have completed their sophomore year, have a cumulative high school GPA of at least 3.0 on a scale of 4.0, are pursuing the state-designated college preparatory high school core curriculum, score at proficient or above on the MAP and have the recommendation of their principal or counselor. Students should obtain a dual credit application and information about available courses from the Lifelong Learning Office, Webster Hall room 141, phone 417-625-9861.

Credit-in-Escrow: The credit-in-escrow program consists of college studies for outstanding high school students who have completed their sophomore year, have a cumulative GPA of 3.0 on a 4.0 scale, are pursuing the state-designated college preparatory high school curriculum and have the recommendation of their principal or counselor. A \$25 application fee and high school transcript are required with the application.

Admission to Selective Programs

The Health Sciences (nursing, dental hygiene and radiologic technology): Admission to Missouri Southern does not automatically confer admission to the programs of nursing, dental hygiene, radiologic technology, respiratory therapy. In addition to meeting the admission requirements for the University, candidates who are interested in these health career programs are required to apply for admission to the department. Application forms may be obtained from the nursing department office Health Sciences Building; the dental hygiene department office, Health Sciences Building; or the radiology department of St. John's Regional Medical Center. Applications should be

submitted by January 31 preceding the fall semester in which the student wishes to enroll. Each application is reviewed by the Admissions Committee of the respective department. See Nursing Department (page 219), Dental Hygiene Department (page 202) or Radiologic Technology (page 225) or Respiratory Therapy Department (page 227) for full information on admission and acceptance criteria.

Teacher Education: Admission to Missouri Southern does not automatically confer admission to the Teacher Education Program. In addition to meeting the admission requirements to the University, candidates interested in the Teacher Education Program are required to apply for admission to the Teacher Education Department. For more details, please see the Teacher Education section of the catalog (page 176).

Honors Program: This program is intended to encourage academic excellence by providing special opportunities and challenges for exceptional students. Entrance into the program is by invitation. Interested students should write the Director of Honors Program for an application form.

Special Admission

A student who wishes to enroll in college but does not meet regular admission requirements may be permitted to enroll in classes as a non-degree seeking student. College hours completed in this status cannot be counted toward a degree until the student meets regular college admission criteria. Special admission classification is not eligible for financial aid.

Students who possess a high school diploma or GED may request reclassification by achieving one of the following:

1. Meeting all of the University's admission criteria.
2. Successfully completing 21 hours with a 2.0 GPA.

Students without a diploma or GED must complete 59 hours with a 2.0 GPA before a request for reclassification can be considered.

60-Plus Program

The 60-Plus Program is designed to serve interested individuals 60 years of age and over. Community residents may enroll in a course on a space-available basis without providing previous transcripts. Compliance with course prerequisites is necessary and is the student's responsibility. Enrollment takes place at the same time as regular student enrollment. Information concerning enrollment times, reduced fees and tuition costs can be found in the University schedule. A student may elect to receive a grade and credit for their course or they may audit the course with the permission of the instructor. If a student desires to become a regular student, he or she must make application to Missouri Southern for future semesters.

CAMPUS CARD SERVICE CENTER

Chris Owens, Manager

Billingsly Student Center 109, 417.659.5463

Email: owens-c@mssu.edu

Located in the lower level of Billingsly Student Center, the Campus Card Service Center is a convenient location to obtain Lion Card IDs, place value in Lion Bucks debit accounts and obtain parking permits. In addition to Lion Card administration, the Campus Card Service Center is home to the MSSU Ticket Office where students can purchase tickets to on-campus events as well as area attractions.

The Lion Card is a single-card solution that serves as MSSU's official MSSU identification and tracks meal plans, as well as providing debit account (Lion Bucks) capability, facility access control and access to campus venues such as the Beimdiek Recreation Center.

Value placed in a Lion Bucks debit account can be used to purchase

- Food at the Billingsly Student Center Food Court and University Java
- Snacks and drinks from select vending locations on campus
- Printing in University personal computer labs
- Tickets at the Ticket Office
- Merchandise at the University Bookstore
- Print and mail services at Office Services
- Services at the Willcoxon Student Health Center

In order to take advantage of the debit account capability of the Lion Card, students must set up a Lion Bucks account at the Campus Card Service Center in person. A minimum deposit of \$10 is required at the time to open the account.

In addition to Lion Bucks purchases, the Lion Card system controls access to privileges such as:

- Beimdiek Recreation Center access
- Willcoxon Student Health Center services
- Spiva Library resources

All vehicles must be registered in order to use campus parking facilities. Vehicles may be registered and parking permits obtained at the Campus Card Service Center or the Public Safety Office.

Tickets for selected athletic events as well as other on-campus events and area attractions, including amusement parks and the local movie theater, can be obtained at the Ticket Office located in Campus Card Service Center. Please see www.mssu.edu/ticketoffice for ticket information.

CAREER SERVICES

Nicole Brown, Director
Spiva Library 207, 417.625.9343

The Career Services Office assists students and alumni in choosing and pursuing a career path. It is never too early to utilize Career Services resources such as:

- Assessments that guide students and alumni in making major and career decisions that best fit the individual's personality, interests, and lifestyles.
- Career research tools that help identify employment options.
- Staff that assists students and alumni in the creation of resumes and cover letters, interview preparation, and utilization of web-based products. Staff can also assist students and alumni in graduate school applications.
- **Optimal Resume**, a web-based application that aids in the creation of resumes and cover letters and includes a practice interviewing module.
- **Hire a Lion**, an employment database that features organizations seeking MSSU students and alumni for full-time and part-time positions.

Visit mssu.edu/career to access on-line resources and view a complete schedule of events. Assistance is available on a walk-in basis or e-mail careerservices@mssu.edu to schedule a personal appointment.

DISABILITY SERVICES

Judy Elimelech, Coordinator for Disability Services

Hearnes Hall, 417.659.3725

elimelech-j@mssu.edu; www.mssu.edu/disability-services

Missouri Southern State University strives to assure that no qualified person with a disability shall, solely by reason of the disability, be denied access to, participation in or the benefits of any program or activity operated by Missouri Southern. Reasonable accommodations are provided to ensure equally effective access to the University. Access can mean many different things. On one level, we are a "young" campus, our buildings are all accessible. Each building is equipped with automatic door openers, elevators and accessible facilities. Access also applies to what happens in the classroom. Our instructors are committed to a meaningful learning environment for all students. Qualified students with documentation may access services such as note takers, books on CD/MP3 Players, testing outside the classroom, sign language interpreters, enlarged materials, extra tutoring, etc. Access also means use of adapted and modified equipment. The University owns many different pieces of specialized equipment and software. A student's individual needs are taken into consideration and specialized technology can be acquired based on the student's needs and documentation.

A student seeking accommodation must make his/her request to the Coordinator for Disability Services. Preferably, the student will make this request in person. If it is not feasible for the student to meet in person, the request for accommodation can be made in writing or via electronic mail with appropriate identification. Requests for accommodation made to University personnel other than the Coordinator for Disability Services and will not be supported by the Disability Services Office.

The request for accommodations should be made far enough in advance to allow for adequate time to respond to the request. The time required to put accommodations into place will vary with the type of accommodation. For example, arranging to take a test in the Student Success Center requires 48 hours notice. Requesting a sign language interpreter should be done at least three months prior to the start of classes to insure the availability of an interpreter. The specific time allowances and how to request different accommodations can be found in the Disability Services Policies and Procedures, Procedure 6.00, available from the Coordinator for Disability Services or on the website: www.mssu.edu/disability-services.

All students are asked to provide documentation when requesting accommodations for two reasons (1) To establish that the individual is a person with a disability (2) To determine appropriate accommodations. The documentation must establish that the person has a substantial limitation in a major life activity and is therefore an individual with a disability. Documentation may be required from more than one professional source in order to clearly identify the need for accommodations for individuals with multiple disabilities.

All documentation, regardless of source, should contain the following six essential features:

1. A diagnostic statement identifying the disability, date of the current diagnostic evaluation and the date of the original diagnosis.
2. A description of the diagnostic criteria or diagnostic tests used.
3. A description of how the disability affects one of the major life activities and the current functional impact of the disability.
4. Treatments, medications, assistive devices/services currently prescribed or in use.
5. A description of the expected progression or stability of the impact of the disability over time should be included.
6. Information describing the certification, licensure and or the professional training of individuals conducting the evaluation.

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The age of the documentation will vary dependent on the type and nature of the disability. This variance occurs because some disability-related needs are static while others change rapidly. Detailed guidelines for documentation for each area of disability are available from the Coordinator for Disability Services.

The Coordinator for Disability Services shall make determination of reasonable accommodations for students based on appropriate documentation provided by the student. The authority to make such decisions on behalf of the institution has been assigned by the Vice President for Academic Affairs for academic program issues and by the Vice President for Business Affairs for non-academic program issues.

Once appropriate documentation has been supplied to the Coordinator for Disability Services and the determination has been made that the documentation supports the need for accommodation, the student and Coordinator for Disability Services will draw up an Accommodation Plan. The Accommodation Plan will remain in effect until either (1) the plan's date of expiration passes or (2) the student requests an accommodation not previously listed on the plan. In the event of the second, the Accommodation Plan will be adjusted in accordance with the student's documentation supporting the request.

The student is responsible for notifying faculty of any accommodations that he or she may be accessing in relationship to the faculty member's class. The student will be given a memo from the Coordinator for Disability Services detailing the authorized accommodations.

If the accommodations listed in the Accommodation Plan are not provided or are not effective in providing equal access, the student or faculty member should follow the procedures for filing a grievance listed in Policy and Procedure 9.00. All other issues (i.e. housing, sporting events, facility access, etc.) should follow the grievance procedures outlined in Procedure 9.02. The Grievance Procedures are available from the Coordinator for Disability Services, the Dean of Students or the Vice President for Academic Affairs or our website: www.mssu.edu/disability-services.

Missouri Southern State University may consider a course substitution and/or waiver as a reasonable accommodation when it is shown that a student's disability severely impacts his or her ability to complete a required course(s) for a degree program. The student should see the Coordinator for Disability Services to initiate this process.

FINANCIAL AID

Becca Diskin, Director of Financial Aid
Hearnes Hall, 417.625.9325

Mission

The mission of the Financial Aid Office at Missouri Southern State University is to make education possible for students who would normally be deprived of a University education because of inadequate funds. Based on the belief that higher education should not be a privilege reserved only for those who can afford to purchase it and that educational opportunities should not be limited by the financial resources of the student and their family, the University will seek out funds making them available to current and prospective students so as to meet their demonstrated academic ability and financial need without regard to race, creed, national origin, age, sex or disability.

Missouri Southern participates in a variety of aid programs to assist qualified students who would otherwise not be able to attend the University. These funds – from private, institutional, state and federal sources – are coordinated to meet the individual student's need. There are programs based on various

criteria such as financial need, performing ability and academic excellence. Each program has requirements for maintaining the award and students must meet satisfactory academic progress guidelines for continued assistance. It should be noted that institution standard requirements must be equal to or greater than federal aid. Foreign students are required to present a financial statement certifying they have sufficient funds to pay for all educational expenses. Information in this catalog regarding financial aid is subject to change without notice. Missouri Southern reserves the right to adjust a student's financial aid package to reflect a true change in the student's financial situation. Financial aid awards are subject to changes in institutional policy and State and Federal regulations.

For applications and detailed information concerning financial aid, view our website at <http://www.mssu.edu/financial-aid/index.php>. There is a wealth of financial aid available in many forms from a variety of sources.

How to Apply for Financial Aid

1. All applicants must complete the Free Application for Federal Student Aid (FAFSA) and request an electronic Personal Identification Number (PIN) which will be used in processing federal documents. MSSU prefers the electronic application on the Web at www.fafsa.gov, where you may request a Personal Identification Number (PIN). Likewise, all applicants must have a current e-mail address where financial aid information will be sent. Application deadline for priority processing is April 1; however, all applications will be processed. The FAFSA application will generate a Pell Grant, if applicant is eligible and will be used to determine eligibility for student loans, federal work-study and the Access Missouri Program.
2. Applicants selected for verification must provide additional documents requested (such as Federal Income Tax Transcript) to the Financial Aid office. Requested documents must be on file before any aid will be processed.
3. Applicants must indicate on their application the type of assistance for which they wish to apply. In addition, applicants for PLUS loans must contact the Financial Aid Office for special instructions.
4. Applicants for Patron and Foundation Scholarships must complete a scholarship application online by March 1.
5. Transfer students must request an academic transcript for each college or university previously attended and have it evaluated by the Registrar's Office before aid can be processed.
6. Applicants for performing awards should contact the director of the program in which they wish to participate.
7. Applicants for special programs should contact the Financial Aid Office for instructions.
8. All students receiving any type of institutional scholarships or other types of aid processed through the Financial Aid Office must complete the FAFSA each academic year to continue to be eligible for aid.

Repayment Notice for Federal Financial Aid

Students who withdraw prior to the 60% completion of the semester will be subject to repayment of part or all of their aid, as determined by federal regulations.

Students will be notified in writing of any amount due. A hold will be placed on the student's account until repayment is made in full.

Students must make repayment of their portion of financial aid within 45 days. Failure to make repayment within 45 days will result in:

1. Referral to the federal government for collection.
2. Ineligibility for federal financial aid from all colleges and universities until the overpayment of aid and interest due is paid to the U.S. Department of Education.

Policies and Regulations

Academic Standards: Federal Aid

In order to remain eligible to receive Title IV Funding*, a student must be making satisfactory academic progress. Grade-point average, pass rate, and the time frame that a student takes to complete a normal educational degree program are factors which must be evaluated when measuring satisfactory academic progress.

***Title IV funds consists of Federal Pell Grant, Federal College Work-Study, Federal Subsidized and Unsubsidized Stafford Loans, Federal Perkins Loan, Federal SEOG, Federal TEACH Grant, Federal Direct Loans. Most State Aid Programs also require satisfactory academic progress.**

Students must maintain a 2.0 cumulative GPA (3.0 if pursuing a Master's degree) and successfully complete 70% of the courses they have attempted to remain eligible for federal financial assistance. Attempted hours include hours earned, hours transferred in from other schools, hours which are attempted at another institution which are not transferable, hours withdrawn, hours audited, repeated courses, failed courses and pass/fail credit courses. Successful completion is defined as the absence of failing grades and voluntary or involuntary withdrawals. Satisfactory academic progress is monitored on a semester basis. Students who fall below the required 2.0 cumulative GPA at 60 attempted hours and/or the 70% completion rate lose eligibility for federal financial assistance the following term. Students may be granted a one semester warning period. At the end of the warning semester, the student must meet the cumulative grade point and credit hour completion requirements based upon hours attempted and earned, in order to avoid being placed on financial aid suspension.

Students who fail to make progress during the warning period will be ineligible to receive federal financial assistance until the student obtains the required 2.0 GPA and 70% course completion rate. Students who successfully complete a plan of study will remain eligible for financial assistance as long as they do not withdraw from classes and continue to pass all coursework with a grade of 'C' or higher (or maintain required GPA), and improve completion ratio. Should a student's instructor report that a student has never attended or has stopped attending a course while the student is on warning, the student is no longer eligible to receive federal financial assistance.

Although students will be notified in writing should they fall below satisfactory academic progress standards, it is the student's responsibility to know their academic standing in regards to this policy. Failure to receive notification does not dispute or reverse the termination of a student's eligibility to receive financial assistance.

In addition, the federal government requires an institution to establish a time-frame in which a student must complete their degree program. Undergraduate students seeking an associate's degree must complete their program

within 93 attempted hours. Students seeking a baccalaureate degree must complete their degree program within 186 attempted hours. Students seeking a certificate must complete their program within 150% of the required credit hours needed. Students pursuing a master's degree must complete their program within 54 attempted hours. Students are no longer eligible for aid when they reach the hour limit.

Once an institution is aware that a student cannot complete their degree program within the established timeframe, the student is no longer eligible to receive federal financial assistance. Students approaching the maximum time frame (160 attempted hours for baccalaureate students) are required to submit a Plan of Study Form to the Financial Aid Office. Financial assistance will be delayed until this form is reviewed and it is determined that the student can complete their program of study before exceeding the maximum limit.

Students may submit a written appeal to the Financial Aid Office if there are documentable extenuating circumstances that caused the student to not meet the required satisfactory academic progress standards. Appeals may be submitted online or in writing with documentation to explain the validity of the appeal and circumstances which caused the student to not meet the required standards.

Other Duties and Responsibilities of Financial Aid Recipients

Missouri Southern operates on a financial aid database system which processes applications and awards electronically. It is to the applicant's advantage to use forms and applications which are capable of processing data electronically. The electronic system requires student signatures or electronic use of Federal Personal Identification Numbers (PINs) so they can update application data, sign promissory notes, perform entrance counseling and exit counseling and make corrections. "S" IDs and Passwords to access Lionet are used to view billing, requested documentation, award acceptance and financial aid messages before funds can be processed. In addition, students must maintain a current email address and monitor it for requested documentation, award information, notices and correspondence from the Financial Aid Office.

Students must report the following changes to the Financial Aid Office:

1. withdrawal from all classes during a semester,
2. added or dropped classes during the semester,
3. a name change,
4. change of address or email address or change of parents' address,
5. transfer to another college.

Students seeking on-campus employment through Federal work-study or Student Employment should contact the Student Employment office in Hearnes Hall or online at <http://www.mssu.edu/financial-aid/work-study-student-help.php>.

Financial aid funds will be credited to the student account. Once all direct university costs have been satisfied, balance funds will be disbursed to the student starting with the end of the third week and every week thereafter throughout the semester. Student employment and other checks must be picked up in person at the Business Office upon notification of their availability.

Veterans must sign up for veterans' benefits at the beginning of each semester in the Financial Aid Office.

What type of **ACADEMIC SCHOLARSHIPS** are available and how do I apply for them?

Scholarships	Who Is Eligible	How Much	How to Apply
Honors Program Honors Scholarships are awarded to selected first time freshman. Enroll in 12 hrs., renewable up to 8 semesters.	ACT composite score of 28 or a 3.5 GPA. Additional Evans Scholarship available for on-campus room and board with an ACT composite score of at least 31 and to National Merit semifinalists or finalists.	A four-year renewable scholarship awarded in varying amounts for fall and spring semesters up to full tuition.	MSSU, Honors Program, 3950 E. Newman Road, Joplin, MO 64801-1595. Deadline for the completed application is February 15th .
Presidential Scholarship Must complete 12 hrs. each semester. Renewable up to eight consecutive semesters if the student earns a 2.5 GPA the first semester and a 3.0 semester GPA for each semester thereafter.	First-time Freshman, High school graduates with an admission index of 160 or greater. Admission index is the sum of ACT percentile and class rank percentile.	\$1,750 per academic year. Approximate value over four years - \$7,000. Will NOT cover any deposit, rental, student activity fee, or special course fee.	Awarded directly to the student by Missouri Southern on the basis of the ACT score and H.S. transcript. Student must complete the certification section and forward the acceptance letter to the Scholarship Office. FAFSA must be completed annually.
Excellence Scholarship Must complete 12 hrs. each semester. Renewable up to 8 consecutive semesters if the student earns 2.5 GPA 1st semester & a 3.0 semester GPA each semester thereafter.	First-time Freshman, High school graduates with an admission index of 140-159. Admission index is the sum of ACT percentile and class rank percentile.	\$1,300 per academic year. Approximate value over four years - \$5,200. Will not cover any deposit, rental, student activity fee, or special course fee.	Awarded directly to the student by Missouri Southern on the basis of the ACT score and H.S. transcript. Student must complete the certification section and forward the acceptance letter to the Scholarship Office. FAFSA must be completed annually.
Diversity Scholarship Must complete 12 hrs. each semester. Renewable up to 8 consecutive semesters if the student earns 2.5 GPA 1st semester & a 3.0 semester GPA each semester thereafter.	First-time freshman or new college transfer student. H.S. graduates rank in upper 50% or maintained a 2.5 GPA. in H.S. or 21 composite score on ACT and comes from a diverse background.	The variable scholarship will be a specific dollar amount up to tuition.	Contact Scholarship Office or www.mssu.edu/financial-aid for a copy of the application. FAFSA must be completed annually.
Patron's Scholarship All scholarships are subject to donor's criteria. Enroll in 12 hrs. each semester. GPA requirements based on donor.	Open to any student attending Missouri Southern who shows scholastic ability or financial need. Application for Federal aid is required for the Patron's Scholarship.	\$50-\$3,000 per academic year. Will NOT cover any deposit, rental, student fees or special course fees.	Apply online at www.mssu.edu/financial-aid . Priority deadline for applying is March 1st .
A+ Leadership Scholarship First-come, first served basis; 100 awarded per year; must complete 12 hrs. each semester. Renewable up to 8 consecutive semesters if the student earns 2.5 GPA 1st semester & a 3.0 semester GPA each semester thereafter.	Full-time, First-time Missouri freshmen only; ACT of 21 or higher; or top half rank in class; or 2.25 GPA on a 4.0 scale. Verification of A+ status by transcript or counselor/A+ coordinator.	\$1,000 per academic year for a maximum of 4 years. Can be combined with any performance award, not to exceed full tuition and residence hall costs, if living in residence halls. Will NOT cover any deposit, rental, student fees or special course fees.	Contact the High School Counselor or Admissions Office or www.mssu.edu/admissions for a copy of the application. FAFSA must be completed annually.
Non-Resident Service Area Scholarship Must complete 12 hrs. each semester. Renewable up to 8 consecutive semesters if the student earns 2.5 GPA 1st semester & a 3.0 semester GPA each semester thereafter.	Non-resident freshmen with an admission index of 75 or above OR a score of 21 or above on the ACT or top 25% of H.S. Graduating class. Must attend high school in the University service area.*	Out-of-state fees for up to 15 credit hours per semester. Will NOT cover any deposit, rental, student fees or special course fees.	Contact Scholarship Office or www.mssu.edu/financial-aid for a copy of the application. FAFSA must be completed annually.
Non-Resident Transfer Scholarship Must complete 12 hrs. each semester. Renewable up to 8 consecutive semesters if the student earns 2.5 GPA 1st semester & a 3.0 semester GPA each semester thereafter.	Students who have completed 24 hours or more within the MSSU service area* and who have a 2.5 transfer GPA.	Out-of-state fees for up to 15 credit hours per semester. Will NOT cover any deposit, rental, student fees or special course fees.	Contact Scholarship Office or www.mssu.edu/financial-aid for a copy of the application. FAFSA must be completed annually.

*Service area is certain counties in Arkansas, Kansas, & Oklahoma. Contact the Scholarship Office for a list of counties.

What other type of **ACADEMIC SCHOLARSHIPS** does Southern offer?

Phi Theta Kappa Scholarship Must complete 12 hours each semester. Renewable up to 6 consecutive semesters if the student earns a 2.5 GPA for the first semester and a 3.0 semester GPA for each semester thereafter.	Membership in PTK, have completed 42 transfer hrs or more and have a 3.5 transfer GPA.	\$2,000 per academic year. Will NOT cover any deposit, rental or student activity fee, or special course fee. Limited to 25 students.	Contact Scholarship Office or www.mssu.edu/financial-aid for a copy of the application. Must submit copy of PTK Certificate. FAFSA must be completed annually.
Board of Governors Transfer Scholarship Must complete 12 hours each semester. Renewable up to 6 consecutive semesters if the student earns a 2.5 GPA for the first semester and a 3.0 semester GPA for each semester thereafter.	Students who have completed 42 hours or more with a 3.5 transfer GPA.	\$1,500 per academic year. Will NOT cover any deposit, rental or student activity fee, or special course fee.	Contact Scholarship Office or www.mssu.edu/financial-aid for a copy of the application. FAFSA must be completed annually.
University Academic Transfer Scholarship Must complete 12 hours each semester. Renewable up to 6 consecutive semesters if the student earns a 2.5 GPA for the first semester and a 3.0 semester GPA for each semester thereafter.	Students who have completed 42 hours or more with a 3.25 transfer GPA.	\$1,000 per academic year. Will NOT cover any deposit, rental or student activity fee, or special course fee.	Contact Scholarship Office or www.mssu.edu/financial-aid for a copy of the application. FAFSA must be completed annually.
Transfer Scholarship Must complete 12 hours each semester. Renewable up to 6 consecutive semesters if the student earns a 2.5 GPA for the first semester and a 3.0 semester GPA for each semester thereafter.	Students who have completed 24 transfer hours or more with a 2.75 GPA.	\$800 per academic year. Will NOT cover any deposit, rental, student activity fee, or special course fee.	Contact Scholarship Office or www.mssu.edu/financial-aid for a copy of the application. FAFSA must be completed annually.

Grants

	Who Is Eligible	How Much	How to Apply
Federal Pell Grant	Federal Aid program based on financial need. All undergraduate students should apply.	Grants up to \$5,550 for 2011-2012.	Complete the FAFSA at www.fafsa.gov , priority date April 1 .
Federal Supplemental Educational Opportunity Grants	Undergraduate students with exceptional financial need. Pell grant recipients take priority.	Grants range from \$100 to \$4,000 per academic year. Funds based on school appropriations.	Complete the FAFSA at www.fafsa.gov , priority date April 1 .
Access Missouri Financial Assistance Program	State funded program based on financial need. Eligibility is based on the FAFSA.	Awards range from \$1,000 to \$2,150 per academic year. Funds based on state appropriations.	Complete the FAFSA at www.fafsa.gov , priority date April 1 . Students who meet this deadline, are MO residents and are full-time will be considered, other restrictions may apply.
Teach Grant	Undergraduates taking coursework to become elementary or secondary school teacher.	Up to \$4,000 per academic year.	Complete the FAFSA; be tentatively admitted to Junior Block in Education Program.

Employment Programs

Federal Work Study Program

Who Is Eligible

Employment program based on financial need. All students should apply.

How Much

Minimum wage and higher, weekly hours based on need, not to exceed 20 hours per week. Funds based on school appropriations.

How to Apply

Complete the FAFSA at www.fafsa.gov

Student Employment Program

On-campus employment for students who are qualified to fill job openings.

Minimum wage and higher, weekly hours depend on operational need.

Contact Student Employment Office.

Off-Campus Student Employment

Off-campus employment for students who are qualified to fill job openings.

Minimum wage and higher, weekly hours depend on operational need.

Contact Career Services Office.

Performance Awards

Who Is Eligible

Students who have demonstrated success or high potential in forensics, foreign language, journalism, music, mathematics, theatre and athletics.

How Much

Awards range from \$50 to full scholarship consisting of tuition, fees, room and board.

How to Apply

Apply directly to the director or sponsor of particular activity. FAFSA must be completed annually at www.fafsa.gov.

Loans

Who Is Eligible

How Much

How to Apply

Federal Perkins Loan

All students who demonstrate financial need and have completed appropriate documentation as required by Federal regulations.

Up to \$5,500 per year, Aggregate total \$20,000. Funds based on school appropriations.

Complete the FAFSA at www.fafsa.gov, priority date **April 1**.

Federal Direct Stafford Loans - subsidized

All students enrolled at least half-time who demonstrate financial need and have completed appropriate documentation as required by Federal regulations.

\$3,500 to \$5,500; depending on year in school, aggregate total \$23,000.

Complete the FAFSA at www.fafsa.gov,

Federal Direct Stafford Loans - unsubsidized

Students enrolled at least half-time.

\$5,500 to \$20,500; depending on year in school and dependency status

Complete the FAFSA at www.fafsa.gov,

Federal Direct PLUS

For parents & graduate students; must not have adverse credit history.

Cost of education minus other aid equals eligibility.

Complete the FAFSA at www.fafsa.gov, priority date **April 1**. Additional loan application available at MSSU.

Alternative Loans

Students who have exhausted all other aid resources.

Cost of education minus other aid equals eligibility.

Contact Financial Aid Office after completing FAFSA at www.fafsa.gov

Other Assistance

Who Is Eligible

How Much

How to Apply

Veterans' Administration Education or GI Bill Benefits

Eligibility is determined by date of entry into military service and length of duty.

Amount varies depending on chapter and enrollment status.

Contact: Veterans' representative on campus or www.gibill.va.gov.

Bureau of Indian Affairs

Students who can prove they are at least one-fourth Indian blood.

Awards range from partial tuition to full tuition and fees.

Contact: Bureau of Indian Affairs, Higher Education Office, Federal Building Room 300, Muskogee, OK 74001.

Vocational Rehabilitation

Students with disabilities.

Awards range from \$25 to full tuition, fees, room and board.

Contact: Vocation Rehabilitation Office, 801 East 15th Suite B, Joplin, MO 64804. Phone: 417.629.3436

MOST-Missouri Saving for Tuition Higher Education Saving Program

All students.

Up to \$8000 annually per donor.

See your local tax accountant. www.missourimost.org
Phone: 1.888.414.MOST

Local clubs, service organizations & foundations

All students.

Amount varies with organization.

Contact: your local clubs, service organization & foundation.

Employment Benefit Programs

Students, spouses, & dependents.

Amount varies.

Contact: your parents or your place of employment.

Midwest Student Exchange

Students from Kansas, Illinois, Nebraska, Minnesota, Michigan and North Dakota. Freshmen: score of 21 or above on ACT or top 25% or 75 index; Transfers: 2.5 GPA.

Student pays 150% of resident tuition

Contact: Scholarship Office or www.mssu.edu/financial-aid for application. FAFSA must be completed annually.

Residency Tax Credit

Dependent student who has parents working and paying Missouri State Taxes.

Varies up to out-of-state portion of tuition.

Contact: Business Office.

Bright Flight Scholarship

MO students who score in the top 3% of all Missouri students on the national ACT exam. The exam must be done prior to June 30th to continue renewal, students must maintain full-time enrollment and a 2.5 cumulative GPA.

\$1,000-\$3,000 per year, renewable up to 10 semesters. Funds based on school appropriations;

Automatic for MO residents with ACT requirement met. Contact: Missouri Department of Higher Education at www.dhe.mo.gov; Phone: 800.473.6757

INTERCOLLEGIATE ATHLETICS

Athletics Department

Leggett & Platt Athletic Center 148, 417.625.9317

Jared Bruggeman, Athletics Director

Leggett & Platt Athletic Center 148-C, 417.625.9317

Julie Wengert, Associate Athletics Director/Administration/SWA

Kevin Greim, Associate Athletics Director/External Operations

Aaron Lewis, Assistant Athletics Director/Facilities & Business Operations

Leggett & Platt Athletic Center 148, 417.625.9317

The purpose of the Missouri Southern Athletics Department is to empower student-athletes with the confidence and ability to succeed in life as well as on the playing field. The Athletics Department feels its most important responsibility is to assist its student-athletes in reaching their highest potential as they strive for excellence academically, athletically and socially within a diverse and challenging society.

We are proud to be NCAA Division II members. The Division II membership as a whole prides itself on finding balance in the world of collegiate athletics. Student-athletes in the Division II ranks can compete at very high levels athletically, but more importantly are encouraged to fully apply themselves toward getting a quality education and ultimately a college degree.

In addition to being an NCAA Division II member, Missouri Southern participates in the Mid-America Intercollegiate Athletics Association. We annually enroll nearly 350 student-athletes and our university teams compete on the intercollegiate level in baseball, basketball, cross country, football, golf, soccer, softball, track & field and volleyball.

Collegiate athletics in general receives tremendous media coverage and public attention. We in the Missouri Southern Athletics Department intend to use this public stage to bring positive attention to Missouri Southern State University as a whole. We will accomplish this goal by being active in our community, by engaging our community and fans by competing with tremendous effort on our fields of play and by encouraging our student-athletes to conduct themselves with Lion Pride.

NCAA Student-Athlete Affairs

The mission of the NCAA is to maintain intercollegiate athletes as an integral part of the campus educational program and the athletes as an integral part of the student body.

The NCAA Student-Athlete Affairs unit provides life skills support in the areas of academics, athletics, personal development, career development and service through the distribution of accessible resources, strategic partnerships and customized programming. Student-Athlete Affairs programs, resources and events are designed to promote the well-being and development of student-athletes and to provide on-going education and training to athletics professionals who identify and serve student-athlete needs.

Student-Athlete Success Program

Hearnes Hall, 417.625.9324

Academic Excellence

The top priority of Missouri Southern is that all student-athletes obtain a well-rounded education and earn an undergraduate degree. The Student-Athlete Success Program academic counseling unit is located within the office of Advising, Counseling & Testing Services (ACTS).

Goal

Our goal is to maximize academic potential by providing an atmosphere that enhances: learning skills, career development and personnel counseling. Each student-athlete is held accountable for his/her academic performance. The ACTS staff will work hard to provide support needed for athletes to be successful students.

Ongoing process includes:

- Monitoring and reporting on academic and eligibility progress hours
- Assisting in the registration of freshman and sophomore athletes
- Referring student-athletes for tutoring, counseling or other academic assistance
- Helping student-athletes to maintain a balance between personal, scholastic and athletic lives.

These services are intended to help student-athletes reach their goals by providing the information and guidance that will enable them to use existing campus resources to enhance their academic performance.

RECREATIONAL SERVICES

Steven Benfield, Director

Billingsly Student Center 241, 417.625.9760

Cindy Webb, Director of Fitness

Billingsly Student Center 241, 417.625.9878

Heather Arnold, Director of Aquatics and Wellness

Billingsly Student Center 241, 417.625.9533

The Department of Recreational Services is comprised of six program areas under the Division of Student Services. The purpose of the Recreational Services Program is to provide a wide variety of fitness, wellness, recreational, outdoor and sport related activities to the college community. The Campus Recreation Program offers activities for students, faculty, staff and their families. The Recreational Services Program also offers activities on various days and times in an attempt to meet the needs of traditional and non-traditional students. The Recreational Services Program conducts programming in the following areas: Intramural Sports, Wellness, Fitness, Aquatics, Outdoor Adventures, Open Recreation and Special Events.

RESIDENCE LIFE

Josh Doak, Director of Residence Life

Mayes Student Life Center, 417.659.4460, 417.625.9522

The Missouri Southern on-campus residence requirement is as follows: "All freshmen under the age of 21 are required to live in the Missouri Southern residence halls to the extent space is available, unless they are married or live with their parents."

The University provides air conditioned residence hall accommodations and meals for approximately 700 full-time students. Concerned with the total needs of the students, the University maintains a safe and comfortable place to live and an adequate physical environment as well as opportunities for learning. The atmosphere in the residence halls contributes significantly to the students' personal growth and maturity.

The residence halls are staffed by three full-time professional resident directors and 24 paraprofessional resident assistants. The programming body for resident students is the Residence Hall Association (RHA) which provides educational, social and athletic programs. Some RHA committees serve as a liaison between resident students and the University administration.

Residence hall rooms are fully furnished except for linens and personal items. Cable TV, local telephone service and Internet access are available.

To apply for a room in a University residence hall, a prospective student may request an Application Contract for Room and Board Accommodations from the Missouri Southern Residence Life Office or complete and send the contract on the Residence Life website. The completed contract MUST be returned with a \$150 security deposit (check, credit card or PayPal). The deposit is retained by the University as long as the student is in residence and refunded upon termination of the contract if all terms of the contract are fulfilled.

This contract, which is a combined contract for room and meals, is effective for the entire academic year (fall and spring semesters) or for the remaining portion of the academic year if entered into after the beginning of the fall semester. Detailed terms will be found on the contract form. Contracts for room only are not available.

The University is not responsible for the loss of or damage to any personal property of students.

Accessible residence hall rooms are available for students with disabilities. In addition, the Dianne Mayes Student Life Center and the dining hall are accessible. Specific accommodation needs can be met upon request. If you need accessible housing, please fill out the appropriate section on the application contract. If you have questions about accessible living, please contact the Director of Housing (417.659.4460) or the Coordinator for Disability Services (417.659.3725). For detailed rules and regulations governing residence hall living at Missouri Southern, contact the Residence Life Office.

STUDENT LIFE CENTER

The Dianne Mayes Student Life Center is a state-of-the-art facility focused on providing social and recreational avenues for Missouri Southern students. Located directly behind McCormick and Blaine Halls in the residence hall complex, the center has extended hours to better serve all students, both commuter and resident, plus faculty and staff.

The University Dining Hall is located on the 2nd floor and operates on funds received from board payments from residence hall students and cash sales for individual meals. Other facilities, located on the 1st floor, include a large television lounge equipped with surround sound, an aerobics room, computer lab, laundry room, as well as table tennis, billiards, game tables and a study area. The Mayes Student Life Center also serves as the location of a centralized information outlet, as well as a mailroom providing service to all resident students.

For more information regarding the center's hours of operation, programs and policies governing the use of the facility, contact the Student Life Center Office, Room 100, Mayes Student Life Center (417.659.4461).

BILLINGSLY STUDENT CENTER

417.625.9760 for reservations

The Billingsly Student Center (BSC) is centrally located to provide convenient access to student services and facilities. The Recreational Services Office oversees reservations of the buildings, meeting rooms, lounges, ballrooms and equipment for departmental, student organization and off-campus meetings and events held in the Student Center. BSC is home to the University Bookstore, the students' source of rental and purchase textbooks, classroom materials, campus clothing and gift shop. The Campus Card Services Center and Ticket Office handles ticket sales for both on-campus and off-campus activities and entertainment. The Lion's Den Food Court, serving breakfast and lunch, offers a variety of foods and beverages for every appetite. There is also a large lounge perfect for studying and watching TV.

STUDENT ACTIVITIES

Malorie Cashel, Director of Student Activities
Billingsly Student Center 210C, 417.625.9669

Student Activities Office
Billingsly Student Center, 417.625.9346

Campus activities are scheduled in the Student Activities Office. The office also oversees the 60+ recognized student organizations, assists students in organizing or re-instituting student organizations and produces and promotes various special events. The Student Activities Office also approves all forms of advertising for on-campus bulletin boards.

Campus Activities Board (CAB)
Billingsly Student Center, 417.625.9346

The Campus Activities Board, a student organization supported by student activity fees, has the responsibility for programming social, educational and recreational activities for the entire college community. Students may volunteer to serve on CAB committees that assist in planning concerts, family events, novelty events, lectures, special events and public relations. Interested students are encouraged to attend the weekly meetings or stop by the Student Activities Office.

Student Senate
Billingsly Student Center, 417.625.9346

The Student Senate serves as the governing body for students and acts as a liaison between faculty and the student body. The responsibility for student government rests not only with the student officers, boards and committees but also with each member of the student body. The Student Senate is made up of elected senators from each class and the executive officers. The Student Senate is funded from student activity fees. Students wishing to speak with a Senate representative may do so via the Student Activities Office.

Greek Life
Billingsly Student Center 417.625.9346

Greek Life at Missouri Southern is an exciting philanthropic and social opportunity. MSSU has two sororities: Alpha Sigma Alpha and Zeta Tau Alpha and three fraternities: Kappa Alpha order, Kappa Sigma and Sigma Pi. Main recruitment for these groups are in the beginning of the fall semester but many do continue throughout the year. Go Greek!

STUDENT HEALTH SERVICES

Julie Stamps, FNPC, Director of Willcoxon Health Center
Beimdiek Recreation Center 242, 417.625.9323

The Willcoxon Health Center is staffed with one full-time and two part-time nurse practitioners and a physician who is available for daily consultation as needed. Appointments to see the nurse practitioner Monday through Friday from 8 a.m. to 4 P.M. can be made by contacting the Willcoxon Health Center. All currently enrolled students are eligible for treatment at the Center. Some of the services offered are: first aid and injury care, allergy injections, TB skin testing, flu shots (in season) and screening for certain illnesses. Most services are free; however, students are expected to pay for laboratory, x-ray, work/school physicals, emergency room, hospital services, gynecological, STD testing, prescriptions and ambulance service. The Health Center maintains confidential files on current students, including medical history and immunization records. Recommendation and referral to community or campus resources are also part of student health services.

A voluntary accident and sickness insurance plan for students is strongly recommended. Information on insurance plans is available from the Student Services Office.

Communicable Diseases

Students must submit proof of immunization, including TB testing within the last year and two doses of measles/mumps/rubella vaccine. These records are to be kept on file in the Willcoxon Health Center. The state of Missouri requires all resident students to also receive the meningococcal vaccine (for meningitis). In the instance of an outbreak of a communicable disease on the MSSU campus by a student, faculty or staff member, the University physician and the Director of the Health Center will assume responsibility for conducting a thorough review based upon the best medical and legal information available. Students who have not provided proof of immunity to the Willcoxon Health Center may be restricted from University property in the event of an outbreak on campus. Any actions taken will respect the confidentiality of the individual as well as the individual's welfare and that of the University community.

STUDENT POLICIES

Dr. Ron Mitchell, Dean of Students
Billingsly Student Center 347D, 417.625.9531

Student Conduct

In order to provide the best possible environment for personal and intellectual growth, the University has established regulations to guide student conduct. A summary of these rules and regulations is found in the Student Handbook which may be obtained from the Student Services Office.

Drug and Alcohol Prevention Program

Pursuant to the Drug-Free Schools and Communities Act Amendments of 1989, Missouri Southern State University has established a drug and alcohol prevention program for its students. The University's program is described below.

Smoking and Tobacco Use Policy: The Board of Governors of Missouri Southern State University prohibits smoking and tobacco use of any kind. Tobacco products are not permitted in any campus buildings. Smoking and other tobacco usage is permitted only in designated areas outside of buildings.

Substance Abuse Policy: Students are prohibited from using alcoholic beverages and illegal drugs on University-owned or controlled property and at University-sponsored or supervised activities. Irresponsible alcohol or other drug use off campus resulting in disorderly conduct on campus also is not acceptable. Any student of Missouri Southern State University found to have manufactured, dispensed, possessed or used a controlled substance in violation of the Substance Abuse Policy of this University will be subject to discipline in accordance with University policy and reported to local, state or federal law enforcement authorities for criminal prosecution. Criminal prosecution for these acts could lead to a conviction and such a conviction could result in a sentence imposing a monetary fine, imprisonment in a state or federal penitentiary or both.

Health Risks: Specific serious health risks are associated with the use of illicit drugs and alcohol. Some of the major risks:

Alcohol and other depressants (barbiturates, sedatives and tranquilizers): addiction, accidents as a result of impaired ability and judgment, overdose when used with other depressants, damage to a developing fetus, heart and liver damage.

Marijuana: addiction, panic reaction; impaired short-term memory; increased risk of lung cancer and emphysema, particularly in cigarette smokers; impairment of driving ability.

Cocaine: addiction, heart attack, seizures, lung damage, severe depression, paranoia, psychosis. Similar risks are associated with other stimulants, such as speed and uppers.

Hallucinogens (acid, LSD, PCP, MDMA, etc.): unpredictable behavior, emotional instability, violent behavior organic brain damage in heavy users, convulsions, coma.

Narcotics (heroin, Demeral, morphine, Codeine, etc.): addiction, accidental overdose, risk of hepatitis and AIDS from contaminated needles.

Inhalants (gas, aerosols, glue, nitrites, etc.): loss of consciousness, suffocation, damage to brain and central nervous system, sudden death, nausea and vomiting, nosebleeds, impaired judgment.

Methamphetamines: addiction, irritability, sleeplessness, nervousness, sudden weight loss, pungent body odor, protrusion of eyes.

Resources: A variety of resources exist for drug or alcohol counseling, treatment or rehabilitation programs. A few are listed inside the front of the Student Handbook. For more detailed information concerning these resources and others available from the University and/or community agencies, students may contact the ACTS-Advising, Counseling and Testing Services (417.625.9595) or the Student Services Office (417.625.9392). Such referrals will respect individual confidentiality.

A main objective of the drug and alcohol prevention program is to encourage healthy attitudes and behaviors on the part of all students and responsible decisions about alcohol/drug use. Another objective is to provide students in certain high risk groups (freshmen, Greeks, athletes, residence hall students, etc.) with specific and up-to-date information regarding the long-and-short-term effects of alcohol/drug use. A final objective is to provide students with the necessary skills to help them carry out the decisions they have made in regard to their use or nonuse of alcohol/drugs and how to effectively handle certain "high pressure" situations.

To meet the above objectives, information and assistance is provided to students in several ways. First, alcohol and drug films are shown and programs conducted in all orientation classes, which are required for all new students. Additional alcohol and drug information is presented in other academic classes, including KINE 103, Lifetime Wellness. Pamphlets about alcohol and drug

use are distributed each semester. Special alcohol and drug training is provided annually for residence hall staff and orientation leaders.

The athletic department provides a program for varsity athletes. Special alcohol and drug programs are presented throughout the year. Active drug testing is done. A committee of counselors, teachers and clergy are available to assist varsity athletes.

The Student Services Office, Advising, Counseling and Testing Services, Campus Activities Board and the Residence Hall Association provide alcohol and drug programs throughout the year for all students.

Equal Opportunity

In accordance with federal law and applicable Missouri statutes, it is the University's policy not to discriminate in the recruitment and admission of students, the recruitment and employment of faculty and staff and the operation of any of its educational programs and activities on the basis of age, gender, color, race, religion, disability, veteran's status, national origin, ancestry or any other protected characteristic as established by law.

Anti-Harassment Policy: Missouri Southern State University is committed to fostering a working and learning environment where all individuals are treated with respect and dignity. It is and continues to be, University policy that harassment of employees, applicants or students in unacceptable conduct will not be tolerated.

Harassment is written, verbal or physical conduct that degrades or shows hostility or aversion toward an individual because of his/her race, color, ancestry, religion, gender, age national origin or disability that (i) has the purpose or effect of creating an intimidating, hostile or offensive work or learning environment; (ii) has the purpose or effect of unreasonably interfering with an individual's work or academic performance; or (iii) otherwise adversely affects an individual's employment or academic opportunities.

Harassment could also be sexual in nature. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when any one of the following occurs: (i) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education; or (ii) submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such individual; or (iii) such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creates an intimidating, hostile or offensive working or learning environment.

Any employee, student or applicant for employment or admission who feels that he or she has experienced or observed harassment by an employee of the University should report such incidents to his or her supervisor or to the Director of Human Resources without fear of intimidation or reprisal. Harassment complaints against students should be reported to the Dean of Students.

The University will promptly investigate all allegations of harassment in as confidential a manner as possible. The University will also take appropriate action to ensure that neither inappropriate language, nor conduct, nor sexual harassment persists.

STUDENT SUCCESS CENTER

Stephanie Hopkins, Director

Hearnes Hall, 417.659.3725

Mission

The Student Success Center endeavors to provide a campus academic environment conducive to student success. The Center offers a wide range of academic support programs to students.

Classes

Basic Composition – Prepares students for college writing courses. Students write at least six major papers with special attention given to organization, syntax, grammar and mechanics.

College Academic Skills – A course designed to develop and strengthen an understanding of student responsibility, goals and attitudes necessary for the successful transition to college. Active learning through critical thinking, reading and writing to support academic success at the University level will be practiced. Students will identify learning styles and strengths and weaknesses associated with their learning processes.

Speed Reading – A course designed specifically to increase reading speed. Students must be capable college level readers to benefit from this computerized format. In addition students will become aware of factors influencing reading speed and efficiency. This one hour class presents a non-threatening environment for students to practice increasing speed while maintaining an acceptable level of comprehension.

Tutor Training – Provides tutors with an educational foundation of the methods and techniques needed to tutor students in a higher education setting

Services – All services are free to MSSU students

Tutoring in Content Areas – Peer and faculty tutors are available. Some drop-in tutoring is offered, although an appointment is recommended. Both short- and long-term assistance is provided.

Writing Lab Services – Trained peer tutors instruct and coach students in all aspects of writing, such as writing process strategies, research paper documentation and correct mechanics.

Computer Lab – The Student Success Center offers a networked computer lab with Microsoft Office programs and Internet access.

Services for Students with Disabilities

The Student Success Center is the designated office on campus for the provision of academic accommodations for students with documented disabilities. Students who wish to request accommodations should begin the process by contacting the Student Success Center. Students are responsible for providing appropriate documentation and initiating the request for accommodations

TRIO PROGRAMS

Talent Search

Jim Kimbrough, Director

417.659.5440

www.mssu.edu/talentsearch

Mission

To encourage students in grades 6 through 12 and those who have never completed high school to graduate from a secondary program and enter a postsecondary program of study.

Talent Search is a federally funded program designed to identify qualified students with potential for success at the postsecondary level and encourage them to complete secondary school and enroll in a program of study after high school. Services provided through the program include: group and one-on-one tutoring, travel to area cultural events, visits to area college and university campuses, information on and assistance with college admissions applications and financial aid information, academic advising and assistance with choosing courses to prepare you for education after high school, information and assistance with college entrance exams including the ACT and SAT. The project serves 550 students. To qualify for services, students must be U.S. citizens, between the ages of 11 and 27 and completed the fifth grade. A veteran, regardless of age, may participate if otherwise eligible. Services provided by Talent Search are free to students and parents/guardians. For more information or an application, call the Talent Search office at 417-659-5440.

Project STAY

Dory Quinn, Director

Hearnes Hall 308, 417.625.9830

Mission

"To identify and provide comprehensive resources to ease student transitions into and through college and on to graduate education and professional life."

Project Stay is a federally funded Student Support Services grant program designed to identify and provide comprehensive resources to ease student transitions into and through college and on to graduate education and professional life. Services provided by the Project include: academic advising, priority enrollment (for freshmen and sophomores), career and personal counseling, tutoring, laptop and calculator loan program, assistance with applying to graduate school and travel to area cultural sites. The Project serves 170 students. To qualify, students must be either first-generation college students (neither parent has a bachelor's degree), meet an income guideline or be a student with a disability. To get more information or an application, call the Project Stay office at 417.625.9830 or visit www.mssu.edu/project-stay.

Upward Bound

Robin Hicklin, Director

Mansion Annex 101, 417.625.9880

Upward Bound is a federally funded program designed to help students gain the skills necessary to persist through high school and on to post-secondary education. Some of the services provided by Upward Bound include a six-week summer College Simulation Experience, monthly Saturday "Focus On" meetings, academic tutoring for current classes, opportunities to shadow student and professional mentors and field trips to area college campuses and cultural sites. The services provided by Upward Bound are free to students and parents/guardians. For more information, please contact the Upward Bound office at 417.625.9880 or visit www.mssu.edu/upwardbound.

UNIVERSITY DINING SERVICES

Michael Wonderly, Director of Dining Services

Billingsly Student Center 208, 417.625.9546

Food service is bid by the University and handled by a professional food service company (Sodexo). The dining hall operates on funds received from board payments and cash sales of individual meals.

All residence hall students must contract for board. Board contract includes a choice of three meal plans. Individual meals feature salad bar and unlimited servings, including entrees.

Commuter students interested in taking some or all of their meals at the University Dining Hall may purchase meal plans in the University's Business Office. Also, Lion Bucks are available for purchase in the One Card Office in Billingsly Student Center.

The Lion's Den food court, located on the 2nd floor of Billingsly Student Center, offers a variety of food options for students.

University dining service also features a gourmet coffee shop, University Java, located on the lower level of the Spiva Library.

UNIVERSITY POLICE DEPARTMENT

Ken Kennedy, Chief, University Police Department

417.625.9741

Campus Security Act Policies and Procedures

1. All crimes occurring on campus should be reported immediately to the MSSU Police. Police officers are available on campus 24 hours of every day. The emergency number to reach them is 626-2222 or just 2222 from a phone on campus. A dispatcher is scheduled to be in the



office anytime classes are in session. When no one is in the office the phone automatically rolls to a cell phone carried by an on-duty officer on campus. Officers will respond to all calls on campus, regardless of the nature and offer assistance. Since March of 2008 (when the Board of Governor's established a Campus Police Department) criminal cases are investigated by the MSSU Police Department. The Department is required to report all serious crimes and other crimes as required through Uniform Crime Reports submitted to the National Crime Information Center with the FBI, as well as for the national Clery law (Campus Security Act).

2. Each student is responsible for becoming aware of the parking and traffic regulations booklet provided to all freshmen. It is necessary for officers to enforce these regulations to ensure the safety of all students, visitors and faculty/staff members on campus.
3. All academic buildings are secured during the evenings and weekends. Access to the buildings is only allowed for faculty/staff members and students who are accompanied by faculty/staff members. The three residence halls are locked at midnight each night by Residence Hall staff members. Police officers secure the dorm buildings around midnight as well, performing random "walk-throughs" and vehicle patrols in the residence halls from 11:30 P.M. until 7:30 a.m. each night.
4. The MSSU Police has an excellent working relationship with area agencies and has mutual aid agreements with the Joplin Police Department, the Jasper County Sheriff's Office and other small city agencies. The MSSU Police Department is a member of the Tri-State Major Case Squad and may call for investigators to assist with investigations of serious crimes.
5. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) requires that these policies and statistics about crime on campus be made available to students and the entire

campus community so that "informed decisions" may be made. The Clery Act also requires a timely warning to be given to the campus community in certain instances. In accordance with the act, the MSSU Police will issue a crime alert in a timely manner for safety risks and to aid in the prevention of similar crimes. Specifically, these crimes will include situations that are reported to the University Police and that are considered serious or continuing threats to the campus population. Warnings will be communicated via the "Big Voice" broadcasting speaker system, e-mails, the Emergency Early Warning System (ring down of office phones in each building), text messages (through the Rave system), posted notices, and/or media sources at the discretion of the University Police Chief.

6. These policies and procedures are published in the Student Handbook and distributed to all freshmen students. Each semester, during freshman orientations, students are given tips regarding personal safety, preventing thefts, date rape prevention and how Police officers can help to make students more successful.
7. Crime prevention programs are presented each semester by the Campus Activities Board, Student Services and the Residence Halls Association. Pamphlets regarding crime prevention are distributed to all resident students and are made available at the Student Center. A Rape Aggression Defense Class (RAD) will be offered by the MSSU Police Department to all MSSU female students at no cost each semester. See MSSU "Sexual Assault Prevention and Response" policy for additional details.
8. MSSU does not have off-campus student organizations that are recognized by the institution.
9. Crime stats, as required through the Clery Act, are available at the University Police Department, as well as on the Internet at www.mssu.edu/police.



40 Student Opportunities



Ceramics - Art Students



Student working with arm model-Anatomy



Health Sciences

Academic Affairs

Academic Standards

Credit Options

Degree Requirements

General Regulations

Grades & Grading Policies

Assessment & Institutional Research

First-Year Experience

Honors Program

George A. Spiva Library

Lifelong Learning

Registrar

Writing Program

ACADEMIC AFFAIRS

Vice President for Academic Affairs

AJ Anglin

Hearnes Hall 208, 417.625.9394

The Office of the Vice President for Academic Affairs is responsible for the administration of the instructional programs both on and off campus. The Honors Program, Writing Program, First-Year Experience Program, Assessment and Institutional Research Office, Registrar, the Library and the Institute of International Studies and all academic units are under its direction.

ACADEMIC STANDARDS

Good Standing and Eligibility

Students enrolled at Missouri Southern are in good academic standing when they meet the standards of progress toward graduation as described below. Those falling below the prescribed norm will be placed on academic probation. Persons failing to achieve normal progress toward graduation during the probationary period are subject to academic suspension. Students receiving financial aid must meet the good standing criteria described below.

Those students competing in intercollegiate athletics or in organizations representing the University off campus shall be required to satisfy minimum standards of progress, as indicated below, following the completion of the first academic semester in order to maintain future eligibility in these programs.

Standards of Progress Toward Graduation*

A student's cumulative Grade Point Average (GPA) is used to evaluate progress. If the GPA falls below the minimum standards of progress, the work is considered unsatisfactory. Courses not applicable to the baccalaureate degree are not calculated in the GPA hours. Students graduating with an associate degree must have a minimum 2.0 GPA.

Progress toward a degree is computed on the following GPAs:

For the Associate** and Baccalaureate Degrees

GPA Hours	GPA
1-22	semester hours 1.5
23-44	semester hours 1.6
45-66	semester hours 1.7
67-88	semester hours 1.8
89-110	semester hours 1.9
111 & Above 2.0

**Students graduating with an associate degree must have a minimum 2.0 GPA.

*Students who receive financial aid must comply with federal standards. The above may not reflect those standards.

Academic Probation, Suspension and Reinstatement

Each student should consider a GPA of less than 2.0 as a warning. Those falling below the standards of progress toward graduation will be placed on academic probation. If the GPA is not raised to the minimum standard of progress during the probationary semester, the student is subject to immediate academic suspension from the University.

A student receiving academic suspension may not enroll at Missouri Southern for one semester. Re-entry may be denied by the Vice President for Academic Affairs, if the student cannot present evidence that indicates a high probability of academic success.

Students placed on academic suspension may file an appeal application through the Office of the Registrar by 5:00 P.M. on the Monday before the term begins.

Academic Bankruptcy

A student may petition the Academic Bankruptcy Committee to request one semester of academic work taken at MSSU be disregarded in computing the academic record. To be eligible for petitioning, a student must be currently enrolled, in good standing and must document the unusual conditions which justify the petition. The petition is initiated in the Registrar's Office.

Academic Bankruptcy can never be used as a means of obtaining academic honors or athletic eligibility. Academic Bankruptcy will not remove grades from the student's permanent record. It merely allows one semester of recorded work to be eliminated in computing the student's scholastic average. Academic Bankruptcy cannot be applied to transfer courses. Once a degree is earned, a student is no longer eligible for bankruptcy.

Repetition of Courses

Students may only receive credit value for a repeated course once. Students may repeat courses in which grades 'F, D, C or B' have been earned. When a course is repeated, the first grade will not be removed from the record, but the latest grade will be used when computing GPAs. Transfer courses may be repeated if Missouri Southern offers the same course. Once a degree is earned, a student is no longer eligible to exclude the grade of the first course in their GPA.

Honor Roll

An Honors or Deans' List, issued at the end of each semester, contains the names of full-time undergraduate students who have a 3.75 GPA or higher with no incomplete or in progress grade or a grade below 'C.' Courses below the 100 level are excluded from this calculation.

Academic Certificates

Selected departments have developed an academic certificate that strengthens the student's career preparation. Certificates may be earned independently from a degree. Certificate credit and course requirements vary. The overall GPA requirement is 2.0.

Graduation Honors

In recognition of superior scholarships, the University awards honors to associate degree and baccalaureate degree graduates. Honors listed below are not earned until courses are completed, graded and posted on the student's permanent record. Courses below the 100 level are excluded from this calculation.

Associate Degree — The student must have completed a minimum one half of the hours required for the degree in residence at Missouri Southern State University. The cumulative GPA required to receive:

First Honors.....	3.90-4.00
Second Honors.....	3.80-3.89
Third Honors.....	3.70-3.79

Baccalaureate Degree — Eligibility for any one of the following three honors requires the candidate to study all the junior and senior years at Missouri Southern and earn a minimum of 60 hours of credit:

Summa Cum Laude	3.90-4.00
Magna Cum Laude	3.80-3.89
Cum Laude	3.70-3.79

Revised Standards for Veterans Educational Benefits

The Revised Standards for Veterans Educational Benefits as adopted by the State Board of Education on February 17, 1977, are available in the Veterans Services Office. Each Veteran should see the Veterans Representative regarding these policies.

Any exceptions to the regulations above must receive written approval from the Vice President for Academic Affairs.

Special Policies for Financial Aid Recipients

Special policies and regulations governing financial aid recipients are filed in the Financial Aid Office, the Business Office and the Office of the Vice President for Student Affairs.

CREDIT OPTIONS

Placement, Examinations, Credits

Resident Credits from Institutions of Equal Standing with Missouri Southern State University

Credits transferred from accredited colleges and universities will be given full value in similar courses whenever possible. The amount of credit given for courses studied in other institutions may not exceed the amount given at Missouri Southern for the same length of time of instruction. Students may not transfer credits to satisfy more than one half of the major course requirements in a department unless the approval of the Vice President for Academic Affairs is obtained.

Advanced Standing Examination

A student whose travel, employment, extensive readings or other unique educational experiences appear to have provided proficiency in a course required in the curriculum equivalent to that ordinarily attained by those taking the course in regular classes, may be granted permission to take an advanced standing examination. This examination may be a subject matter test of the College Level Examination Program (CLEP) or a comprehensive test designed by the department to cover the subject more fully than a regular final examination. In order to receive credit for a departmental examination, a student must have the following qualifications in addition to those listed above:

- be enrolled in the University at the time of the examination;
- not have taken an examination over the course within the preceding six months;
- not have credit in a more advanced course in the same field;
- be working toward a degree at Missouri Southern State University;
- have the approval of the head of the department in which the course is offered;
- not use the examination to replace a previously earned grade.

After a student has taken a departmental examination, the professor will transmit the grade to the Vice President for Academic Affairs Office. If performance is equated as a 'C' grade or above, the Registrar will record the credit. The credit granted will be based on applicability and will carry the grade of "CR".

International Baccalaureate

Missouri Southern will grant up to 30 semester hours or the equivalent of one full year of university study, to those who have completed study in the International Baccalaureate curriculum in high school. Missouri Southern will grant university credit and advanced placement for International Baccalaureate courses completed at the higher level with a score of four or greater. Students with such backgrounds should contact the Admission Office for a detailed analysis of credits and standing. The credit granted will be based on applicability and will carry the grade of "CR".

Advanced Placement Test (AP)

Missouri Southern participates in the Advanced Placement Program sponsored by the College Entrance Examination Board. Credits are granted for course areas in which a student has completed Advanced Placement Examinations with a score of 3, 4 or 5. The credit granted will be based on applicability and will carry the grade of "CR".

Correspondence Course Credit

Missouri Southern accepts credit earned by correspondence from regionally accredited institutions. No student will be permitted to apply more than 12 hours of course work in correspondence toward his/her degree. The credit granted will be based on applicability and will carry the grade of "CR".

Course Credit for Military Service and Schooling

Military Service students who have completed a minimum of one year of active military service may be granted credit to meet the KINE 103 requirements of



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the general education curriculum. These requirements will be satisfied if the DD214 form is submitted to the Missouri Southern Registrar's Office. Credit may also be granted for specific military schooling as recommended by the American Council of Education. The credit granted will be based on applicability and will carry the grade of "CR". The veteran must present documentation designating the military course, date and site of the course.

Validation Examinations

If Missouri Southern refuses to accept a student's earned credit in a course because of the method in which the course was taken or because the institution at which the course was taken was not accredited, the student may apply for a validation examination. In order to qualify for a validation examination a student must:

- (a) be enrolled at Missouri Southern State University at the time the examination is taken;
- (b) present the necessary evidence to prove that the course was taken;
- (c) get approval from the school dean and the head of the department in which the course is offered; and
- (d) initiate the proceedings within the first eight weeks after entering the University.

The student initiates the request for examination at the Academic Department. The school dean and the department head will appoint a professor to construct, administer and evaluate the examination. The result is reported to the Registrar who records the credit if the scale is 'C' or above and carry the grade of 'CR'.

Retro Credit Policy

Missouri Southern will award retro-credit for certain qualifying subjects. The credit granted will be based on applicability and will carry the grade of "CR". Students should contact the appropriate academic department to inquire about courses that qualify. Maximum allowable credits vary by department.

DEGREE REQUIREMENTS

Catalog Time Limit

A candidate for a degree may use, as a basis for degree requirements, the general catalog issued for any year following the date of the candidate's first completed registration at MSSU provided it is not more than six years prior to the date the degree is to be conferred. The candidate must have been in residence at MSSU and earned credit during the year of the catalog selected.

Transfer Student: The MSSU catalog in effect at the time of the transfer student's initial enrollment in the sending institution (transfer school), will govern the transfer student's degree requirements. The catalog used may not be dated more than six years prior to the date the degree is to be conferred. The transfer student must have been enrolled in a previous school and earned credit during the year of the catalog selected.

Developmental Courses

Occasionally, scores obtained from the placement tests indicate a student may not be successful in college. The university reserves the right to require these students to take developmental courses in biology, mathematics, composition, study skills or intensive English prior to participation in regular college level classes. Courses below the 100 level are not applicable to the baccalaureate degree and are excluded in honors calculations and calculation of the standards of progress toward graduation.

Course Numbers and Levels

Course Numbers:

- | | |
|---------|--|
| 0 - 99 | Not applicable toward the Baccalaureate Degree |
| 100-199 | Primarily for freshmen |
| 200-299 | Primarily for sophomores |
| 300-399 | Primarily for juniors |
| 400-499 | Primarily for seniors |

Normally, courses numbered 100-299 are considered lower division level courses and those numbered 300-499 are upper division level courses. Freshmen are not allowed to take any course above the 200 level unless qualified by advanced placement tests.

Immediately following each course title is a letter abbreviation of the semester in which the course is usually offered. Students and faculty should use this as a guide in considering future enrollment. However, this should not be interpreted as a contract. Missouri Southern reserves the right to deviate from this commitment when enrollment or other factors dictate.

The student should check the catalog description of the course to see whether the second semester of a sequence course makes the first semester a prerequisite.

Baccalaureate Degree Requirements

A. Residence: The following minimum requirements must be met in residence at Missouri Southern: (1) 30 of the last 36 hours counted toward the degree; (2) one-half of the credit both required for the major and in the major department. Courses required for the major but not offered in the major department are not included; (3) one-half of the upper division credit both required for the major and in the major department.

B. Credit Hours: At least **124 semester hours** of college credit applicable to a Baccalaureate Degree are required for graduation.

C. Grade Point Average (GPA): The following minimum cumulative GPAs are required for all Baccalaureate Degrees except the BSE and BS in Nursing. The GPA excludes NABD courses:

1. a 2.0 GPA for all credit hours attempted;
2. a 2.0 GPA for all the courses required for the major, both inside and outside the major department;
3. a 2.0 GPA for all courses, required and elective, taken in the major department.

The following minimum GPAs are required for the BSE:

1. a 2.75 GPA for all credit hours attempted;
2. a 2.50 GPA for all the courses required for the major, both inside and outside the major department;
3. a 2.50 GPA for all courses, required and elective, taken in the major department;
4. a grade of "C" or better in professional education courses and courses required for elementary education, special education and early childhood.

D. Upper Division Hours: Upper Division Hours: A minimum of 40 semester hours in upper division courses must be completed.

E. Writing Intensive: Five writing intensive courses are required of all Baccalaureate Degree candidates. The required courses are English 101 and English 102 or English 111. Two of the three remaining required courses must be upper division with one of the upper division courses being in the major. (Writing Intensive courses are identified in the "schedule of classes" by a "WI" placed at the end of the course title. Example: PSY 481 Senior Thesis WI.) Students transferring to Missouri Southern from another college, including students with a previous baccalaureate degree from a regionally accredited college, will fulfill the

Writing Intensive requirement as follows:

Total transfer hours to Missouri Southern:	Minimum Writing Intensive courses required:
Fewer than 30 hours	Five courses as outlined above
30 to 89 hours	Four courses, including English as outlined above, with two additional upper division courses, one of which must be in the major
90 hours or more	Three courses, including English as outlined above, with one additional upper division course which must be in the major

F. Foreign Language: All students expecting to graduate with a Bachelor of Arts degree must successfully complete 12 hours of the same foreign language.

G. Special Education: All students expecting to graduate with a Bachelor of Science in Education degree must successfully complete two or three hours of Special Education (EDUC 302 or 304). See degree requirement for correct course.

H. Computer Literacy: All students will receive computer instruction to a level of understanding necessary for them to function as a member of society and to a level of skill sufficient to use the computer for problem solving within their discipline. Department heads will certify the competency of the students in their disciplines.

I. Assessment: All degree candidates are required to participate in University Assessment of Outcomes activities.

J. General Education Curriculum Requirements:
Missouri Southern has a general education requirement curriculum program that contributes toward the development of the whole person, as an individual and as a member of society. All degree candidates must satisfy the following curriculum requirements:

Baccalaureate Degree

General Education Curriculum Requirements

		Credit Hours Required
A. WRITTEN COMMUNICATION		6 hours
ENG 101	College Composition I	3 hours
ENG 102	College Composition II	3 hours
OR		
ENG 111	Advanced College Composition	3 hours
B. ORAL COMMUNICATION		3 hours
COMM 100	Oral Communication	3 hours
C. MATHEMATICS**		3 hours
MATH 120	or above	3 hours

D. LIFE AND PHYSICAL SCIENCES** 8-9 hours

Required: At least one course from each area.

1. Life Sciences (4 credit hours)

BIO 101	General Biology/Lab	4 hours
BIO 105	General Biology: Environmental Emphasis/Lab	4 hours
BIO 110	Principles of Biology I/Lab	4 hours
BIO 121	Human Anatomy & Physiology I/Lab	4 hours

2. Physical Sciences (4-5 credit hours)

CHEM 120	Chemistry for Allied Health Sciences	5 hours
CHEM 151	General Chemistry I/Lab	5 hours
GEOL 120	Introduction to Geology/Lab	4 hours
GEOL 185	Introduction to Meteorology/Lab	4 hours
GEOL 210	Earth & Space Science	3 hours
GEOL 212	Earth & Space Science Lab	1 hour
PHYS 100	Fundamentals of Physical Science	5 hours
PHYS 150	Environmental Physics	5 hours
PHYS 151	Elementary College Physics I/Lab	5 hours
PHYS 300	Astronomy	3 hours

E. SOCIAL AND BEHAVIORAL SCIENCES 12 hours

1. Required Courses:

HIST 110 or 120	U.S. History	3 hours
PSC 120	Gov't: U.S., State, Local	3 hours

2. Select two courses with different prefixes:

ANTH 101	General Anthropology	3 hours
ECON 180, 201 or 202	Economics**	3 hours
GEOG 101	Introduction to Geography	3 hours
PSY 100	General Psychology	3 hours
SOC 110	Introduction to Sociology	3 hours

F. HUMANITIES AND FINE ARTS 6 hours

1. Select One:

ART 110	Art Appreciation**	3 hours
MUS 106	World Music	3 hours
MUS 110	Music Appreciation	3 hours
TH 110	Theatre Appreciation	3 hours

2. Select One:

ENG 250	Introduction to Literature	3 hours
ENG 261, 262	World Literature	3 hours
ENG 271, 272	British Literature	3 hours
ENG 281, 282	American Literature	3 hours
ENG 305	Short Story	3 hours
PHIL 201	Introduction to Philosophy	3 hours
PHIL 212	Ethics	3 hours

G. HEALTH AND WELLNESS** 2 hours

KINE 103	Lifetime Wellness	2 hours
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H. UNIVERSITY EXPERIENCE*** 3 hours

UE100	University Experience: Transitions in an International Context	3 hours
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TOTAL GENERAL EDUCATION* REQUIREMENTS

43-44 HOURS

46 Academic Affairs

I. INSTITUTIONAL REQUIREMENTS

3 hours

International Studies**

Select One:

ANTH 155	Physical Anthropology and Archeology	3 hours
ANTH 342	Comparative Cultures	3 hours
CJAD 301	International Justice Systems	3 hours
CJAD 370	International Terrorism	3 hours
COMM 305	Intercultural Communication	3 hours
EDUC 280	Education in the Global Society	3 hours
ENG 385	Continental Novel	3 hours
	Foreign Language	3 hours
GEOG 211	Regions and Nations	3 hours
GEOG 310	Human & Cultural Geography	3 hours
HIST 130 or 140	Western Civilization	3 hours
HIST 150	Asian Civilizations	3 hours
HIST 160	History of Latin America	3 hours
IB 210	Global Business Literacy	3 hours
IB 310	International Business	3 hours
INTS 201	Introduction to International Studies	3 hours
PHIL 320	Comparative Religion	3 hours
SOC 303	The Arab World	3 hours

TOTAL GENERAL EDUCATION CURRICULUM WITH INSTITUTIONAL REQUIREMENTS 46-47 HOURS

Transfer students should refer to the Transfer Student section of the catalog regarding the General Education requirements.

* Areas A - H of the general education curriculum constitute the 42 semester hour block that meets the State of Missouri general education goals. This block should be considered equivalent to corresponding 42 semester hour blocks of credit at other public and signatory institutions in Missouri. Please contact the Registrar's office to have this notation added to your transcript.

** See degree requirements listed in Catalog for courses that are substituted for specific majors.

*** Required for all degree seeking students who enter MSSU with less than 30 credit hours (excluding dual credit and credit in escrow) and transfer students who have not completed an orientation course.

298-498 Classes

Classes numbered 298 or 498 may not be counted toward general education curriculum credit.

Major

All students will be required to declare their degree sought, their major, their status and whether they will attend half-time or full-time. A major provides in-depth study of a discipline and prepares the student for a career or advanced study. Advisers are assigned according to major.

Academic Minor

Selected departments have developed an academic minor that in conjunction with the MSSU baccalaureate major strengthens the student's career preparation. A minor requires at least 18 semester hours of prescribed courses. At least six semester hours must be upper division and at least nine semester hours must be in residence. The overall GPA requirement is 2.0. A student may not earn a minor in the same field as the major. Minors should be declared as early as possible but may be added at any time, including after a baccalaureate degree from MSSU has been earned. Applications to add a minor after a degree has been earned are available through the Office of the Registrar.

A Bachelor of General Studies (BGS) Degree

The Bachelor of General Studies (BGS) is an alternative for students who do not wish to pursue an existing major. Two versions of the BGS are available. The General BGS requires that a student complete all general Education Requirements and other degree requirements including the Writing Intensive (WI) and upper division. To pursue this option the student should consult with an adviser and declare the BGS as a major. The Directed BGS also requires that a student complete all general education requirements and other degree requirements including Writing Intensive (WI) and upper division. Additionally, a committee of faculty works with the student to combine courses from several areas to create a distinctive program. To pursue this option the student should declare the BGS as a major and consult with the dean of the school most closely associated with the course work. The dean will appoint a faculty committee to help the student structure the Directed BGS.

Associate of Science Degree

A. Residence: The last 15 semester hours must be completed in residence at Missouri Southern.

B. Credit Hours: A minimum of 64 hours must be completed.

C. Grade Point Average (GPA): The minimum cumulative and major field GPA must be 2.0.

D. Major Field: The student must meet the course requirements in the particular program of study as approved by an adviser.

E. General Education Curriculum Requirements: The degree requires completion of the general education requirement curriculum courses as well as those outlined in the student's major field of study. The general education requirement curriculum required courses are:

Associate Degree

General Education Curriculum Requirements

A. WRITTEN COMMUNICATION 3 hours
ENG 101 College Composition I 3 hours

B. ORAL COMMUNICATION 3 hours
COMM 100 Oral Communication 3 hours

C. MATHEMATICS* 3 hours
MATH 30 or above 3 hours

D. LIFE AND PHYSICAL SCIENCES* 4- 5 hours

Required: Select one or more courses to total

4-5 credit hours from those listed below:

1. Life Sciences (4 credit hours)

BIO 101	General Biology/Lab	4 hours
BIO 110	Principles of Biology I/Lab	4 hours
BIO 105	General Biology: Environmental Emphasis/Lab	4 hours
BIO 121	Human Anatomy & Physiology I/Lab	4 hours

2. Physical Sciences (4-5 credit hours)

CHEM 120	Chemistry for Allied Health Sciences	5 hours
CHEM 151	General Chemistry I/Lab	5 hours
GEOG 120	Introduction to Geology/Lab	4 hours
GEOG 185	Introduction to Meteorology/Lab	4 hours
GEOG 210	Earth and Space Science	3 hours
GEOG 212	Earth and Space Science Lab	1 hour
PHYS 100	Fundamentals of Physical Science	5 hours

PHYS 150	Environmental Physics	5 hours
PHYS 151	Elementary College Physics I/Lab	5 hours
PHYS 300	Astronomy	3 hours

E. SOCIAL AND BEHAVIORAL SCIENCES* 6 hours

1. Required Courses:

HIST 110 or 120	U.S. History	3 hours
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Missouri Constitution Requirement**

(PSC 120 Gov't: U.S., State, Local also meets this requirement)

2. Select One:

ANTH 101	General Anthropology	3 hours
ECON 180, 201 or 202	Economics*	3 hours
GEOG 101	Introduction to Geography	3 hours
PSY 100	General Psychology	3 hours
SOC 110	Introduction to Sociology	3 hours

F. HUMANITIES AND FINE ARTS 3 hours

Select One:

ART 110	Art Appreciation*	3 hours
ENG 250	Introduction to Literature	3 hours
ENG 261, 262	World Literature	3 hours
ENG 271, 272	British Literature	3 hours
ENG 281, 282	American Literature	3 hours
ENG 305	Short Story	3 hours
MUS 106	World Music	3 hours
MUS 110	Music Appreciation	3 hours
PHIL 201	Introduction to Philosophy	3 hours
PHIL 212	Ethics	3 hours
TH 110	Theatre Appreciation	3 hours

G. HEALTH AND WELLNESS 2 hours

KINE 103	Lifetime Wellness	2 hours
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H. UNIVERSITY EXPERIENCE* 3 hours**

UE 100	University Experience: Transitions in an International Context	3 hours
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TOTAL GENERAL EDUCATION CURRICULUM REQUIREMENTS 27-28 HOURS

*See degree requirements listed in the Catalog for courses that are substituted for specific majors.

**This requirement may be satisfied with credit from a Missouri public college or PSC 120 Government: U.S., State & Local or by an examination. Examination information is available from the Dean of Arts and Sciences.

***Required for all degree seeking students who enter MSSU with less than 30 credit hours (excluding dual credit and credit in escrow) and transfer students who have not completed an orientation course.

General education curriculum courses required for the Associate of Science degree typically do not completely fulfill the general education curriculum requirements for the Baccalaureate Degree.

When the curriculum requirement for an Associate of Science degree specifies a different course in the discipline than those listed above, the specified course may meet the general education curriculum requirements for that degree.

Graduation

A. Graduation Requirements: The responsibility for satisfying all requirements for a degree rests with the student. Advisers, faculty members and administrators offer help to the student in meeting this responsibility.

B. Time of Graduation: A student may complete graduation requirements at the close of any semester. Formal commencement exercises are held and degrees are conferred at the close of the fall and spring semesters. Students who will complete graduation requirements at the close of summer semester may participate in spring commencement exercises.

C. Degree Candidacy Application: Each student must make application for degree candidacy during the semester preceding the final semester in attendance. The application process is initiated at the Office of the Registrar. Paperwork expires one year from the date of approval. Students who fail to graduate must re-file if paperwork has expired.

D. Senior Assessment: All graduating seniors are required to complete a General education curriculum and a departmental exit assessment before the baccalaureate degree is awarded. Effective: July 1, 1988.

State Legislation Requirements

Section 170.011 of the Revised Statutes of Missouri, 1989, prescribe that all candidates for a degree issued by the colleges and universities of Missouri must have "satisfactorily passed an examination of the provisions and principles of the Constitution of the United States and of the State of Missouri and in American History and in American Institutions".

All students who have completed the general education curriculum requirements with courses taken at Missouri Southern meet the requirements of Missouri law.

Out-of-state transfer and post-graduate students who do not complete their general education curriculum with courses taken at Missouri Southern may comply with the law by:

- (1) Completing courses at MSSU embracing the subject matter specified by the law and receiving credit therein, preferably before admission to senior college work; or
- (2) Fulfilling the requirements through the state's 42 general education agreement per transfer transcript.
- (3) Fulfilling the requirements through a baccalaureate degree earned from an accredited Missouri public college or university.
- (4) Fulfilling the requirements through a degree earned from an accredited college or university, either outside the state of Missouri, at a Missouri private college or from a foreign institution considered equivalent to a U.S. baccalaureate degree and passing a special examination on the Missouri Constitution. If the student has not taken a U.S. history (equivalent to 110 or 120) and political science (equivalent to 120) during their first degree, they must take these courses at MSSU in order to satisfy degree requirements through MSSU.
- (5) Students earning degrees from foreign institutions, equivalent to a U.S. degree, must complete PSC 120 and one history course from HIST 110 or 120.

School Laws of Missouri, 1974, require that persons cannot be granted a certificate or license to teach in the public schools of Missouri unless they have satisfactorily completed a course of two or more semester hours in the psychology or education of the exceptional child. This requirement can be met by taking EDUC 302 or 304.

GENERAL REGULATIONS

Classification of Students

A. By Class:

Freshman:	0-29 Hours
Sophomore:	30-59 Hours
Junior:	60-89 Hours
Senior:	90 and above
Special Admission:	See page 26.

B. Postgraduate:

Persons having completed a Baccalaureate Degree but taking courses for the purpose of teacher certification, job preparation and additional degree or personal profit.

C. Full-time:

A student enrolled for 12 or more semester hours.

D. Half-time:

A student enrolled in 6-11 semester hours.

E. Less Than Half-time:

A student enrolled in fewer than 6 semester hours.

Concurrent Enrollment

A student who is enrolled in residence at Missouri Southern and who desires to earn credit concurrently at another institution or through correspondence, extension or advanced standing examination must secure advanced approval from a School Dean. Financial aid recipients should contact the Financial Aid Office.

Combined Degree Programs

Missouri Southern State University has established a combined degree program for Medical Technology. Specific requirements for this program are included in the program descriptions. Combined degree programs operate under the following regulations:

1. Complete 94 hours at Missouri Southern State University. Transfer credit will be considered, but the last 30 of the 94 hours must be earned at MSSU.
2. The 94 hours must include the completion of the General Education Requirement Curriculum requirement.
3. Sixteen out of the last 94 hours must be upper division (300 and 400 level courses).
4. All applicable "Requirements for Graduation" as stated in the Missouri Southern State University catalog must be met including the application for degree candidacy and the filing of credentials with the Career Services Office.
5. A transcript from the institution with which a combined degree agreement is arranged must be provided in order to complete the requirements for a degree.

Second Baccalaureate Degree

A student may receive a second Baccalaureate Degree after completing the first degree and all the requirements of the second degree. A student may not earn the same degree more than once, even though the majors differ. The residency rules apply. See item A-I under Baccalaureate Degree requirements, page 44.

Transcript Below "C" Average

Students who are accepted with a below 'C' transcript and who are below the minimum standards for progress will be placed on Academic Probation. Missouri Southern transfers all grades from any equally accredited institution including both "D's" and "F's".

Maximum Credit Hour Load

To enroll in more than 18 semester hours during a semester or in more than nine hours during a summer session, a student, with the exception of music majors, must obtain prior written permission from the school dean. Music majors may carry as many as 20 semester hours without permission from their dean. Honors program students may carry as many credits as approved by the Honors program director.

Reinstatement Policy

Following the deadline for tuition and fee payment, the Business Office will drop students for non-payment. The drop occurs Thursday of the second week of the semester (full terms). Beginning with the third week, students must apply to seek re-enrollment to their current class schedule (all courses). Students have a time limit of one week to apply for reinstatement.

Students seeking reinstatement must prepay at the Business Office the estimated full amount of tuition, fees and books. The receipt for payment must be presented in the Registrar's Office in order to receive a reinstatement application. Students must obtain instructor approval for each class before the application can be processed. Reinstatement forms are due to the Registrar's Office no later than the third Friday of the fall/spring term.

Late Enrollment

Enrollment in a regular semester after the first week of classes or after the third day of classes in the summer session is not advisable and is permitted only with special permission from the appropriate department head. Students must pre-pay for these classes prior to enrollment. Any student enrolling after classes begin will pay a late enrollment fee.

Adding Courses

A student may add a course in the appropriate department office, but only upon the approval of an adviser. A fee will be charged each time a student changes the program not at the request of the University. No course may be added after the first week of classes in a regular semester or after the third day of classes in the summer session without special permission. No courses shall be added after the conclusion of special registration.

NON-ATTENDANCE DOES NOT CONSTITUTE A WITHDRAWAL.

Instructor Withdrawal

Instructors should request the withdrawal, by the Registrar, of a student who has not attended their class during the first two weeks of the full term; no later than the second Thursday of the fall/spring term and the first Thursday of the summer term. Regardless, it is ultimately the students' responsibility to properly withdraw from classes.

Withdrawal from a Single Class

A student may initiate the withdrawal from a course in the Registrar's Office. Deadlines cited in the Schedule of Classes apply.

Withdrawal from All Classes

A student who wishes to completely withdraw will initiate withdrawal in the Financial Aid Office (Hearnes Hall). A student who completely withdraws from the University prior to the last week of classes in a regular or summer semester may receive a grade of "W" in all courses in which the student is enrolled. Withdrawal from the University after the last week of classes in a regular or summer semester will result in a grade of 'F' being recorded for all courses. A student who leaves school without officially withdrawing will receive grades of 'F' in all courses.

Involuntary/Unofficial Withdrawal

A withdrawal occurs when a student ceases to attend (including online) classes without submitting written notification of intent to withdraw or when the student otherwise indicates that they plan to withdraw and fails to follow through with the written notification. Missouri Southern may discontinue the enrollment of any student for non-attendance.

Class Attendance

Faculty members are encouraged to keep records of attendance in all regularly scheduled courses at Missouri Southern. The primary objective of student and professor is the student's attainment of course goals. It is recognized that students who achieve those objectives are normally those who attend class or participate online regularly. The professor, when giving a final semester grade, bases his/her evaluation on how well the student has achieved the course goals.

For financial aid purposes, if a student misses any class for ten (10) consecutive working days or does not participate in an online class, the faculty member will submit The Last Attend Date Form to the Office of the Registrar. Online forms are available on LioNet.

Students who miss a class do so at their own risk and must assume the responsibility for work missed because of class absences. Professors are willing to assist students whose absences are caused by valid illnesses, University approved activities and extenuating circumstances. The professor may require whatever evidence is needed to support the reason for absence.

The attendance record is significant to the total record and is useful in guidance and counseling. When absences are excessive, the professor will report the fact to Student Affairs and they will in turn counsel with the student. Any student earning a grade of "F" must have the Last Attend Date recorded on the Grade Roster. All students who stop attending class or participating online should also have the Last Attend Date recorded on the Grade Roster.

Students should be aware that absence from class invariably has a built-in penalty of lower academic achievement. Excessive absences usually result in failure to achieve the course goals.

Transcript Dispute Policy

Students with a dispute on their academic transcript shall be granted one year from the end of the term in which the notation appears, to submit a written appeal regarding the notation in question. Appeals may be submitted to the Office of the Registrar.

GRADES & GRADING POLICIES

Grading System

A student's grade is officially recorded by letter. At Missouri Southern, the following grades and their numerical equivalents are used:

Grade		Grade Points
A	Outstanding	4
B	Above Average	3
C	Average	2
D	Minimum Passing	1
F	Failing	0
W	Withdrawal	

The current policy for the 'W' grade is as follows:

- Course withdrawals will be permitted through the second week for full-term courses and the first two days for part-of-term courses of the semester without any grade recorded

- Course withdrawal during the third through the eleventh week of the semester will be indicated by a 'W' posted to the record for full-term courses. Students have the first two days of the course for part-of-term courses.
- Course withdrawals are not permitted after the eleventh week of the regular semester (or its equivalent). A student who stops attending class without officially withdrawing is in jeopardy of receiving an 'F' in the course.
- A student who completely withdraws from the university prior to the last week of classes in a semester may receive a grade of 'W' in all courses in which the student is enrolled.

Credit/No-Credit System of Grading

Students in some programs may register to take certain courses on a credit/no-credit basis. In such cases, "Credit" or "No-Credit" will be recorded rather than a letter grade and these courses will not be counted in GPAs. This program will permit a student to explore course work outside of the major without jeopardizing the GPA. The minimum performance level required to receive credit in a credit/no-credit course is a grade of 'D.' Students may be eligible to enroll for certain courses on a credit/no-credit basis under the following conditions:

- That such registration be approved by the adviser and the head of the department through which the course is offered.
- That the student has attained sophomore rank or higher (30 or more hours).
- That the student has achieved a cumulative GPA of at least 2.0.
- That such enrollment be limited to one course per semester.
- That the total enrollment on a credit/no-credit basis be limited to no more than three courses or 10 credit hours in any student's degree program.
- That the courses involved are not part of the student's major or minor and are not specifically required as part of the student's degree program. (Hours beyond the minimum required for the major or minor may be taken on a credit/no-credit basis.)
- That the courses involved are not part of the General Education Requirement Curriculum requirement.
- Registration for credit/no-credit courses will be completed prior to the final date for changing registration by adding a course.
- After a student has enrolled in a course under the credit/no-credit option, that individual may not subsequently change to a graded basis in that course.

This policy does not apply to those courses regularly designated as credit/no-credit courses such as Recital Attendance, Student Teaching and ISEP, Bilateral Exchange and the Missouri London/Greece programs and Life/Work experience.

Incomplete (IN): A grade of 'IN' may be reported if a student is unable to complete the work of the course within the semester for a valid reason such as illness, death in the family, an emergency, etc. It is not intended as a substitute for an 'F' and does not entitle a student to attend the class during a subsequent semester. An incomplete must be made up by the end of the next semester (excluding summers) or it will be converted to an 'F' automatically. Both credit and grade points for that course are suspended until the incomplete is converted to either a passing grade or an 'F'. A student may not graduate with an incomplete grade.

In Progress (IP): A grade of 'IP' will be given in a situation in which a student is unable to complete the work of the course within the semester for a valid non-emergency reason, such as a research project or internship that overlaps two semesters. It is not intended as a substitute for an 'F' and does not entitle a student to attend the class during a subsequent semester. An 'IP' must be made up by the end of the next semester (excluding summers) or it

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will be converted to an 'F' automatically. Both credit and grade points for that course are suspended until the 'IP' is converted to either a passing grade or an 'F'. BSE majors will not be able to begin student teaching if an 'IP' grade is in force. A student may not graduate with an 'IP' grade.

Audit (AU): A student may audit a class for no grade and no credit. A Request to Audit must be filed in the Registrar's Office by the end of the second week of class. Acceptable performance, attitude and attendance as determined by the professor are expected. Regular fees and enrollment procedures are required. A student may not change enrollment from audit to credit nor from credit to audit. An audit means only that a student registered for the course. It does not imply any level of proficiency or knowledge.

Change of Grade: A change is initiated by the faculty member by filing a Change of Grade form with the Registrar. No change of grade is to be made without good cause. Exceptional cases will be reviewed by the school dean and Vice President for Academic Affairs. Change forms must be submitted within one year.

Independent Study: Independent study courses are special courses which may be taken by outstanding students at the discretion of the faculty adviser and the appropriate college officials. Students may enroll in independent study courses for a total of three hours on the associate degree and a total of six hours on the baccalaureate degree providing they:

1. have completed:
 - 30 hours toward the Associate Degree
 - 90 hours toward the Baccalaureate Degree
2. have a minimum cumulative 3.00 GPA;
3. have permission of the adviser, department head and the school dean in the area of independent study.

Independent study is designed for the individual who desires to explore a topic more completely than can be done in a regular course offering. Substituting independent study for a regular course is seldom done.

Midterm Grades: Missouri Southern will post midterm grades during the eighth week of the term. These grades are viewable through LioNet and are informational only. Midterm grades do not appear on the academic transcript.

Posting of Grades: University legal counsel advises that the public posting of a student's name and grade or student number and grade, without the student's approval, is a violation of the Buckley Amendment (Family Education Rights and Privacy Act of 1974) which does not allow disclosure of recorded data or information without the individual's written consent.

Official Transcript: An official transcript of the student's academic record bears the Registrar's signature and the University seal. Missouri Southern assumes no responsibility for the accuracy of a transcript after it leaves the Registrar's Office.

Up to two weeks must be allowed after the close of a semester for the issuance of an up-to-date transcript reflecting the most recent semester. Four to six weeks is necessary for the posting of recently awarded degrees. The transcript request must be made in writing. No transcript will be issued unless all bills at Missouri Southern are paid or are current according to agreement with the Bursar's Office.

ASSESSMENT AND INSTITUTIONAL RESEARCH

Dr. Delores A. Honey, Assistant Vice President for Assessment and Institutional Research

Plaster Hall 321, 417.625.9696, 417.625.9545, 417.625.9349

Mission

The mission of the Center for Assessment and Institutional Research is to collect, analyze and disseminate data and information. These efforts are carried out for the University at large as well as academic and non-academic program development, implementation and evaluation for both internal and external customers.

Activities of the Center

Missouri Southern is committed to measuring outcomes of curricular programs. Both the Core Curriculum and the majors in each academic department are assessed each year. Federal, state and local reports of institutional data are prepared and archived in this Center. Research, surveys and reports are assimilated for on-campus use as well as external audiences. Program evaluation quantitative and qualitative data are compiled in order to help evaluate the effectiveness of academic programs. The Assistant Vice President is the liaison to state-wide assessment and institutional research advisory groups associated with Missouri Department of Higher Education and federal agencies requiring institutional information.



NEW STUDENT PROGRAMS

Philosophy Statement for the First-Year Experience

Missouri Southern State University is committed to making the first year of college a success for each student. This ideal is translated into action by fostering five integrated components:

- a smooth transition into university life;
- a sense of shared responsibility;
- a challenging and stimulating learner centered academic environment;
- a sense of inclusive community;
- a comprehensive support program of personnel and resources.

The University facilitates the transition to higher education from diverse life experiences and develops lifelong learners for intellectual, cultural and social exchanges. The responsibility for student learning is shared by all members of the campus community. The University's liberal arts foundation prepares students to become knowledgeable, critical thinkers who can meet the challenges and responsibilities facing global citizens. Missouri Southern fosters a sense of community, campus spirit and support for its first year students by promoting connections with faculty, administrators, support staff and peers. Continuous quality assessment of each of the components is conducted so that necessary changes are implemented to maximize the first year experience.

Missouri Southern's philosophy for the first-year experience is put into action in numerous ways. The faculty and staff members bring the philosophy to life by their friendly and helpful approach to students. First-year students have opportunities to participate in activities and events designed to introduce them to others and campus life.

First-Year Experience Program

Dr. Susan Craig, Director
Hearnes Hall, 417.625.9731

The First-Year Experience Program has been established to help achieve the goal of beginning student success through several avenues, including offering the UE 100: The University Experience course for all beginning students, the Common Reading Program and the UE 400: Leadership Training I and UE 401: Leadership Training II courses for course assistants.

UE 100: The University Experience is a fundamentals course designed to assist first-year students in successfully defining themselves both as active participants in the MSSU community and as citizens of a twenty-first century global community. The course offers information on university personnel, facilities, services, policies, study skills and MSSU's international mission and international study opportunities. Student participation in co-curricular activities is required. The course is taught by an instructor with the assistance of a course assistant. The course assistant serves as an example and a resource for the first-year students.

MSSU Common Reading Program

Each year, a book is chosen as a Common Reading for use in all sections of the UE 100: The University Experience course. Students read, discuss and study the book, as well as its author. The book is chosen by committee prior to the start of the academic year. A speaker related to the reading (i.e. author, translator, character) comes to campus to lecture and meet with the first-year students and the campus as a whole.

Course Assistant Program

Course assistants (CAs) are upper level students who share their insights and experiences with entering students in the University Experience class. Their recent experiences and success in the academic environment make them effective models. Upper level students apply for the assistant role and receive training through UE 400/401: Leadership Training I & II.

HONORS PROGRAM

Dr. Michael Howarth, Director
Webster Hall 118, 417.625.3005

Mission

The Honors Program serves Missouri Southern State University by recruiting academically talented, motivated students and engaging them in enhanced educational opportunities and challenges designed to promote their continual development as scholars and citizens.

Vision

The Honors Program will be recognized as a leader in academic excellence by both the University and the community and will serve as a model by which students are enabled to exemplify the fulfillment of the University's mission and values.

Values

Intellectual Curiosity

The Honors Program promotes interest leading to inquiry, the pursuit of diverse knowledge and a respect for varied ways of knowing.

Community

The Honors Program fosters personal, supportive contact between and among its students and faculty while encouraging students to participate in all aspects of campus life.

Student-Centered Learning

The Honors Program provides challenging, active learning opportunities in all areas of the curriculum.

Critical Thinking

The Honors Program provides students with experience in objectively analyzing and interpreting information, opinions and beliefs.

Scholarship

The Honors Program promotes academic excellence in all areas, with an emphasis on scholarly research.

Service Learning

The Honors Program facilitates the maturation of students as citizen leaders through service to the community and individual reflection.

International Experience

The Honors Program prepares its students to be global citizens by emphasizing cross-cultural experiences.

Student Support

The Honors Program provides special support to its students to assist them in reaching their personal and professional goals.

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The Honors Program serves Missouri Southern State University by recruiting academically talented and motivated students and engaging them in enhanced educational opportunities and challenges designed to promote their development as scholars and citizens.

Beginning with the first semester of their freshman year, Honors students participate in specially-designated Honors classes. Because admission is selective and competitive, these classes are smaller and often involve more active learning than regular classes, permitting Honors students greater and more intensive interaction with their instructors and other outstanding students.

Honors students also enjoy intensive guidance and personal attention from the Honors directors and from distinguished faculty in their area of study.

Independent studies and the Senior Thesis project provide students and faculty with the flexibility they need to pursue scholarly interests and to design and implement innovative, creative approaches to learning.

Performance expectations are high. Honors students are held to the highest standards of academic performance, but are not in competition with one another. Instead, an atmosphere of openness, cooperation and intellectual adventure enables Honors students to inspire and challenge one another to the highest levels of achievement.

The Curriculum

While students will take courses offered in Southern's regular curriculum, these five features are specifically designed for Honors students:

Honors Forum

This course is an open forum to provide an in-depth discussion of a specific topic, text or other matter of interest. Students engage in critical thinking as they participate in and lead classroom discussions and presentations.

Honors Courses

Special sections of required courses such as English composition are designated as Honors sections. There are a number of such courses offered each semester and Honors students select several from these, particularly during their freshman and sophomore years.

Senior Honors Thesis

Honors Scholars enhance a course in their major for Honors credit during the senior year. Working under the guidance of professors in their major field, they design and carry out independent projects investigating a topic in depth and utilizing original research methods. Each student makes a presentation of his or her research to an Honors Colloquium open to a campus-wide audience. The presentation is required of each student for completion of the Honors Program.

Honors Recognition

Missouri Southern is affiliated with the National Collegiate Honors Council, The Great Plains Regional Honors Council and the national honor societies Phi Eta Sigma and Alpha Chi. Most Honors students have the opportunity to participate in the activities of these organizations.

Every Honors course completed with a final grade of 'A' or 'B' is identified as an Honors course on the student's transcript. Students who maintain a cumulative GPA of at least 3.3, complete the required 26 hours of Honors courses and who maintain acceptable progress in Honors will receive special recognition at commencement.

Honors and Evans Scholarships

All Honors Scholars must be eligible for an academic scholarship at Missouri Southern. In addition to competing for admission to the Honors Program, candidates are also competing for additional scholarships. The Honors and

Walter and Fredrica Evans Scholarships will be awarded in varying amounts to the most highly qualified applicants as funds allow. The Evans is a four-year renewable scholarship applicable to both tuition and room and board, while the Honors Scholarship applies to tuition only. These scholarships are Southern's most valuable institutional academic awards and are applicable to fall and spring semesters only.

Eligibility

All students who wish to participate in the Honors Program must first be admitted to Southern. Incoming freshmen with at least a composite score on the ACT of 28 or with at least a GPA of 3.5 (on a 4.0 scale) in high school course work are invited to apply for admission to the program. To complete the application process the student must submit an application form, a transcript and two letters of recommendation mentioning the student's strengths as a scholar. An essay may also be required. Outstanding candidates will be invited to an on-campus interview.

Students who have already completed one to four semesters of course work with a GPA of 3.5 at Southern or any other accredited college or university are also invited to apply for admission into the program, though they may not be eligible for the Honors or Evans Scholarships. Since a majority of the required 26 Honors credits must be earned in courses meeting the General Education Requirements, applicants who have previously earned more than 30 college credits will need to present a plan for completing these requirements in order to be considered for admission.

GEORGE A. SPIVA LIBRARY

Wendy McGrane, Library Director
Spiva Library 120, 417.625.9801

Spiva Library is the major information resource on campus, providing 282,222 print volumes including state and federal government documents. A 775,337 item microform collection, a law collection, print and electronic journal subscriptions, and electronic databases provide additional materials for student research. Collections housed in the archives include the Congressional Papers of Gene Taylor, a former member of the United States House of Representatives; Tri-State mining maps; the papers of Dr. Arrell Gibson, a noted Western historian; and MSSU archival material.

Mission

The George A. Spiva Library provides organization of and access to information essential to Missouri Southern State University's commitment to a liberal arts education and lifelong learning, with a firm emphasis on international studies and quality classroom teaching. The library also serves as a resource for residents in the region.

Professional librarians and trained support staff expedite and enhance access to information through the sharing of expertise, participation in networks, the acquisition and maintenance of resources, creation of bibliographic tools and help guides, development of instruction programs and the availability of reference services. The curriculum and research needs of students, faculty and staff are met by providing timely access to information in the most beneficial format.

Spiva Library provides user-oriented services, introduces new technologies and build collections that contain diverse points of view. These initiatives demonstrate the central role played by the library in supporting the mission of the University and the educational needs of our constituents.

Building

The Cragin addition and renovation of Spiva Library took place in the fall of 2001. The new addition doubled the square footage of the library to 80,000. The changes provide a modern and up-to-date facility that is the center for campus study and research.

University Java coffee shop on the 1st floor of the library allows students to study and enjoy a beverage or snacks. They may also surf the web on nearby computers or checkout and return materials at a secondary Circulation desk. The lounge area near the coffee shop is a popular place for faculty to meet with classes or conduct office hours. Archives and Technical Services are also located on the 1st floor. The 2nd floor of the library houses the main collection, private study rooms, a small computer lab, the Career Services department, and the ITS help desk. The 3rd floor is considered the "research floor" of the library and it's where Circulation, Reference, reserves materials, periodicals, and the Resource Center are located. A large computer lab enables students to conduct research and prepare papers or presentations. Cell phone usage is prohibited on the 3rd floor.

The Belk Faculty Reading Room on the 4th floor recognizes retired faculty and provides a unique space for meetings or grading papers. The adjacent Quiet Room is beautifully furnished and maintains the enforced quiet that many people desire in the library. Also located on the 4th floor are the audio visual collection, curriculum materials, juvenile and young adult books, government documents and microforms.

Computers and wireless access are available throughout the library. Students may connect their own laptops to the campus backbone in the library. Other open areas with comfortable lounge furniture or tables and chairs provide students with places to relax and study. Study rooms are available for students wanting privacy or to work in groups without disturbing others.

Online Catalog

SWAN (SouthWest Academic Network) is the public catalog which is available online at <http://swan.missouri.edu>. The catalog allows a search of Missouri Southern's materials and/or those held by other SWAN institutions. SWAN has grown to include: Missouri Southern State University, Assemblies of God Theological Seminary, Baptist Bible College, Cottey College, Crowder College, Drury University, Forest Institute of Professional Psychology, Missouri State University, Ozarks Technical Community College and Southwest Baptist University.

SWAN is one of eleven clusters forming MOBIUS, a consortium linking academic, public, and special libraries. MOBIUS enables students, faculty, and staff to borrow books from member libraries and receive them within an average of 48-72 hours. The requests are delivered Monday through Friday by an independent courier. This system eliminates tedious forms and provides rapid service. The book resources available through MOBIUS number in the millions and may be borrowed free of charge.

Research

Major electronic databases in business, education, social science, history, psychology, English, biology, nursing and many other disciplines are available online, many in a full text format. Access to these resources is available through the library's web page <http://www.mssu.edu/library>. Students and faculty may access these resources from off-campus through the proxy server using their Missouri Southern credentials. Spiva Library maintains print periodicals and microforms of back issues.

Interlibrary loan requests for materials that are unavailable in-house or through MOBIUS are sent and received through an international computer network of libraries called OCLC. Periodical articles are rapidly sent and received via fax and email.

Instruction

The teaching function of the library is important, as it should be in a university that prizes teaching excellence and contact with students. Every effort is made to ensure that students learn how to conduct effective research and to use information resources knowledgeably.

Librarians provide tours of the library, workshops, class lectures and individual assistance. An 'Ask a Librarian' feature is available from the library's webpage for students to email reference questions and receive a timely response from a professional librarian. If extensive research assistance is required, please call 417.625.9342 to schedule an appointment.

Equipment

Computer labs containing workstations and scanners, connected to black and white and/or color network printers are available in the library. Additional workstations are available for quick searching. Digital and analog microform readers and printers are available for viewing and printing periodical back files. Black & white and color photocopiers are located throughout Spiva Library. LCD projectors and laptops are used to provide instruction.

AVC, Curriculum and Government Documents

Located on the 4th floor of the Spiva Library is the Audio Visual Center. This area includes video and audio cassettes, filmstrips, slides, kits and miscellaneous instructional materials. The AVC provides appropriate playback equipment for the materials. Curriculum textbooks, curriculum guides on microfiche as well as young adult and juvenile books that support the teacher education curriculum are housed in this area. Spiva Library is a selective depository for federal documents; they are also located on the 4th floor.

The staff provides limited production services such as overhead transparencies, laminating. There is a small inventory of slide projectors, videocassette and DVD players, televisions, audiocassette recorders and filmstrip projectors. Equipment is housed in each campus department; therefore, the equipment is limited to basic items.

Staff & Hours

Helpful staff members are stationed throughout the library to support all materials and services. The staff is composed of seven librarians, thirteen full-time and part-time support staff members and many student workers who serve in all areas of the library.

Spiva Library hours are as follows:

- 7:30 a.m. - 11 P.M. Monday through Thursday
- 7:30 a.m. - 5 P.M. Friday
- 9 a.m. - 5 P.M. Saturday
- 1 P.M. - 11 P.M. Sunday

*Library hours differ during holidays, breaks and summer session.

Accessibility

Spiva Library works closely with the campus Disability Services Coordinator to ensure that the library is accessible to patrons with disabilities. Patrons with a disability may contact any library staff member for assistance.

LIFELONG LEARNING

Scott Snell, Interim Director
Webster Hall 109, 417.623.3188

Mission

The Mission of the Office of Lifelong Learning is to expand access to high-quality learner-centered education and provide superior student-focused services throughout the State of Missouri, the nation, and the world, while maintaining sound fiscal responsibility. The Office of Lifelong Learning meets this Mission through the following modes of delivery:

Distance Education

Distance education is defined by the U.S. Department of Education as education that uses one or more of the technologies listed in paragraphs (1) through (4) to deliver instruction to students who are separated from the instructor and to support regular and substantive interaction between the students and the instructor, either synchronously or asynchronously. The technologies may include--

- (1) The internet;
- (2) One-way and two-way transmissions through open broadcast, closed circuit, cable, microwave, broadband lines, fiber optics, satellite, or wireless communications devices;
- (3) Audio conferencing; or
- (4) Video cassettes, DVDs, and CD-ROMs, if the cassettes, DVDs, or CD-ROMs are used in a course in conjunction with any of the technologies listed in paragraphs (1) through (3).

Additionally, the Office of Lifelong Learning provides the following services:

Credit for Life/Work Experience

Credit may be earned for career and professional experiences that are documented through the portfolio process. The availability of credit depends on the relevance of the students' experiences to their major as determined by the department and the school dean. The application process and initial advisement begins with the adviser for Experiential Credit. For information contact: 877.837.8527.

Continuing Education Credit Hour Courses

These courses are offered in non-traditional scheduling formats and designed primarily for professionals and job improvement. The courses may be transferable to university credit through academic petition and the approval of the department head and the school dean. Students pursuing these courses will be considered as either special or temporary until they have completed the regular student admission process.

Dual Credit

The Dual Credit Program enables high school students to enroll in college courses and simultaneously earn both high school and college credit for those courses (subject to the agreement of the high school). Missouri Southern is pleased to participate in this program. Admission to the dual credit program is limited to high school students who have completed their sophomore year, who have a cumulative high school GPA of at least 3.0 on a scale of 4.0, who are pursuing the state-designated college preparatory high school Core Curriculum, score at proficient or above on the MAP and who have the recommendation of their principal or counselor. Students should obtain a Dual Credit Application and information about available courses from the Office of Lifelong Learning, Webster Hall Room 141, phone 417-625-9861.

60-Plus Program

The pursuit of education is not limited by a person's chronological age. The goal is to encourage continued educational growth for new careers and personal enrichment through a tuition reduction program designed for persons 60 years of age and over.

Professional Education and Conference Development

A number of conferences are provided for professional development and public awareness. Many of the conferences provide continuing education units to meet professional mandates.

Online Faculty Training & Professional Development

Any and all instructors who will be teaching an online course(s) are required to participate in the MSSU four week online faculty training course prior to teaching a MSSU online course for the first time. Additionally, online instructors are required to successfully complete one online professional development session annually.

Instructional Design

Creating instructional materials is both an art and a science. The LLL Instructional Designer (ID) creates learning methodologies that align to program/course objectives. Our ID offers expertise in adult learning principals, needs analysis, performance analysis and learning metrics. Whether a new course created from scratch is required or revisions to existing content, our ID can help Subject Matter Experts create engaging and effective learning. The Office of LLL has extensive experience leading needs assessment and task analyses, developing design documents as well as evaluating the effectiveness and ROI of training programs for any and all departments across all academic content areas.

Online Tutoring

The Office of Lifelong Learning provides 24/7 online tutoring through Smarthinking. Students connect to live educators from any computer that has Internet access, no special software installation or equipment is required. Additionally, the Smarthinking Online Writing Lab is available to assist secondary, post-secondary, and graduate students become stronger writers. Students receive a detailed, personalized critique of any written assignment, such as an essay, paragraph, report, personal statement, cover letter, resume, or creative work. When applicable, students can select specialists such as ESL, Technical Writing, or Creative Writing experts. Students can submit writing 24 hours a day, seven days a week. For information contact: 877.837.8527

REGISTRAR

Cheryl Dobson, Director
Hearnes Hall 100, 417.625.9515

Family Educational Rights & Privacy Act (FERPA) 1974

Notice of Student Rights and Responsibilities

The Family Educational Rights and Privacy Act of 1974, as amended (also referred to as the Buckley Amendment), is a federal law regarding the privacy of student educational records and the access provided to these records. Any educational institution that receives funds under any program administered by the U.S. Secretary of Education is bound by FERPA requirements.

What Are Educational Records?

Under FERPA, educational records are defined as records that are directly related to a student and are maintained by an institution or by a party acting for the institution. Educational records can exist in any medium, including: typed, computer generated, videotape, microfilm and email, among others.

- The law applies to all students in higher education, regardless of age, once they begin attending classes. The law continues to apply to students even after they have graduated, but ceases to apply upon the death of the student.
- The University will not release information, other than directory information, from a student's educational record without the student's prior written consent, except to authorized persons and organizations. Even parents are not permitted access to their child's educational records unless the student has provided written authorization permitting access.
- Authorized persons and organizations are those who have a legitimate educational interest.
 1. A legitimate educational interest means that the person or organization is required to perform certain duties and these duties involve the use of student data.
- Authorized persons include employees of Missouri Southern State University (including but not limited to: staff, instructors, advisers, and campus police), third parties with a legitimate educational interest, the U.S. Department of Education and other education authorities carrying out official duties, as well as financial aid lenders. Also included are organizations which MSSU has contracted as agents of the University. An example is the National Student Clearinghouse.
- There are exceptions to the rule of non-disclosure, which involve health and safety. This means that to prevent sickness, injury or death, the University may disclose information usually held to be protected. Also, an agent of the court with a properly issued court order or subpoena may receive student data, though we will first attempt to notify the student before complying with the subpoena.

Directory Information

Directory Information at MSSU may be made available to the general public unless the student completes a Privacy Request form in the Office of the Registrar. In the case of a Privacy Request, the University will not release any information, even directory information. This restriction does not apply when providing information to those who have a legitimate educational interest.

The following is considered Directory Information:

Student's name, student identification number, address, email address, telephone listing, date and place of birth, photograph, major field of study, year in school, grade level, dates of attendance, enrollment status (full-time or part-time), degrees, honors and awards received, participation in officially recognized activities and sports (includes height and weight of team members), most recent previous educational agency or institution attended and next of kin or spouse (emergency only).

STUDENTS HAVE CERTAIN RIGHTS UNDER FERPA, THESE INCLUDE:

- The right to inspect and review their educational records within 45 days of a request for access. Students should submit to the Registrar a written request that identifies the record(s) they wish to inspect. The Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. The institution may refuse to provide a copy of a student's education record provided such refusal does not limit access.
- The right to request the amendment of education records that the student believes are inaccurate. The student should write the University Registrar, clearly identify the part of the record they want changed and specify why it is inaccurate. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
- The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA.

Limitations exist on students' rights to inspect and review their education records. For example, the institution is not required to permit students to inspect and review the following:

- Records which do not contain educational information or do not fall into the category of educational records because of how they are maintained.
- Financial records of parents.
- Confidential records placed in education records prior to 1975 if they are used as intended.
- Confidential recommendations or receipts of honors if the student has waived the right of access to such information.
- Documents containing information on more than one student.

Please refer to the Academic Standards section on page 42 for academic policies.

WRITING PROGRAM

The director and a faculty committee advise the Vice President of Academic Affairs on the development and supervision of the program. Each student is required to complete five writing intensive courses as a part of the baccalaureate degree. Two of those five courses must be completed in the first year writing sequence, and two of the three remaining courses must be taken at the junior and/or senior level. One upper division writing intensive course must be taken in the student's major.



New Anatomy & Physiology Labs in Ummel Technology



Hanging out with friends on the campus lawn.

School of Arts & Sciences

Art

Biology

Chemistry

Communication

English & Philosophy

Environmental Health

Foreign Languages

Geography

Geology

History

International English Program

International Studies

Mathematics

Music

Paralegal

Physics

Political Science

Preprofessional

Social Science

Sociology

Theatre

School Dean
Richard Miller
 417.625.9385

Degrees and Majors

Bachelor of Arts

- Art
- Chemistry
- Communication
- English
- French
- German
- History
- International Studies
- Music
- Political Science
- Sociology
- Spanish
- Theatre

Bachelor of Fine Arts

- Art

Bachelor of Science

- Biochemistry
- Biology
- Chemistry
- Communication
- Environmental Health
- Mathematics
- Physics
- Political Science
- Sociology

Bachelor of Science in Education

- Art
- Biology
- Unified Science with Biology
Endorsement
- Chemistry
- Unified Science with Chemistry
Endorsement
- English
- French
- German
- Mathematics
- Music
- Physics
- Unified Science with Physics
Endorsement
- Social Studies
- Spanish
- Speech-Theatre

Options and Emphases

- Art (BA)
Visual Art
- Art (BFA)
Studio Art
Graphic Design
- Biology (BS)
Biology
Bioinformatics
Forensic Science
- Biochemistry (BS)
Forensic Science
- Communication (BA or BS)
Speech Communication
Mass Communications
Public Relations
- English (BA)
Literary Studies
General Writing
Professional/Technical Writing
Creative Writing
- Mathematics (BS)
Mathematics
Computational Mathematics
- Music (BSE)
Double Certification
Instrumental
Vocal
- Social Studies (BSE)
History
Political Science
Sociology

Minors: See Departments

Mission

The School of Arts and Sciences provides quality teaching and challenging academic experiences that contribute to the complete education of students in both the General Education Requirements and specific curriculums that prepare students for careers or additional education or training. Supporting this overall mission are sound pedagogy, contributions to scholarly and creative activity and service to the campus and community.

Goals

The School of Arts and Sciences consists of 11 departments representing more than 15 disciplines. Although diverse in nature and subject, the departments in the School of Arts and Sciences all contribute to the overall missions of the University and School of Arts and Sciences by working to achieve these goals:

1. Quality teaching is our primary goal and responsibility. Arts and Sciences faculty teach the majority of courses in the General Education Requirements, a diverse but integrated group of courses that form the foundation of higher education. The academic majors within the School of Arts and Sciences prepare students for a variety of careers or for graduate and professional school. Faculty focus on pedagogy and strive to create a rigorous and exciting

atmosphere for learners. Departments measure achievement of this goal using a structured system of faculty and course evaluation that involves input from anonymous student questionnaires, classroom visits by the department head, reviews of grade distributions, examinations, course Web pages and other supplements.

- The second goal of the School of Arts and Sciences is scholarly and creative activity. Scholarly research and activity advances knowledge and improves teaching by keeping faculty current in their field and creating a dynamic environment for students. Creative activity and performance improves the proficiency of faculty and enhances teaching. The result is an enriched cultural experience for students and the community. The inherent desire of many faculty to advance knowledge in their discipline is further encouraged through a reward system that includes faculty development grants and credit through the system of promotion and tenure. This goal is measured primarily by examination of faculty vitae and through intradepartmental comparisons.
- University and community service, the third goal of the School of Arts and Sciences, provides opportunities for faculty to participate in a variety of university and community affairs. Faculty donate academic expertise and problem solving skills to the university and community. The school serves as a cultural resource by presenting films, art exhibitions, dramatic productions, musical concerts and recitals. All departments provide academic activities for students in elementary through secondary grades. This goal is evaluated by rating the success and significance of various activities.

ART

Fine Arts Building 205 • 417.625.9563

Faculty Lile- Interim Head, Bucher, Estes, Mai, Pishkur

Mission

The Art Department complements a university liberal arts education with professional training in visual art by offering several major areas of study. These develop highly trained artists who will become designers, teachers and studio artists. The Department also includes minors for students majoring in other fields who desire to develop critical thinking and problem solving skills. Our faculty provides an integrated, relevant educational experience through quality teaching, small classes and individual attention. Additionally, the Art Department provides a component of the Humanities and Fine Arts portion of the General Education Requirement with Art Appreciation. Themed exhibitions in the campus Spiva Art Gallery, history of art courses, a permanent study collection of African artifacts and an extensive study abroad program provide training and experiences that fulfill the University's International Mission while advancing culture and creativity in this region.

Implementation

The Bachelor of Arts degree in Visual Art combines a liberal arts background with a strong foundation in studio arts and art history to prepare graduates for a wide range of creative careers. The Bachelor of Fine Arts in Studio Art is the professional course of study that prepares graduates to pursue a career as a visual artist in areas such as sculpture, painting, printmaking or ceramics while The Bachelor of Fine Arts in Graphic Design prepares students to pursue careers in advertising, print production, electronic media, web design and package design. Graduates with a Bachelor of Science in Education and a major in Art are certified through the Teacher Education program to teach K-12 in the state of Missouri.

Degree requirements in the various art programs are such that it is extremely important for students majoring in art to meet with their faculty advisers each semester. There are three major, direct assessments of candidates for art degrees: The Foundation Review (Entrance examination), Junior Review and Senior Exhibit (Capstone graduation portfolio review).

Students are responsible for contacting their adviser upon completion of the 18 credit hour Art Foundation Program to apply for The Foundation (Entrance Examination) Review. Passing this portfolio review is the entrance examination for application and enrollment in the Bachelor of Fine Arts Degree and until they do so, students may only be enrolled in one of the art department's other degree programs. The review also serves as an opportunity early in the art student's education for the student and the art faculty to review the academic and artistic progress that the student is making towards personal and institutional goals. For the review, students submit a representative portfolio of their creative work from the foundation courses in person to a selection of the art faculty following guidelines established in advance by the art department faculty.

The Junior Review serves as the entrance exam for our capstone course, Senior Exhibit. For this review all art students submit an essay and have a formal meeting with the entire department faculty where they present a prepared visual presentation documenting the performance of their art department coursework. This oral presentation and the paper both follow guidelines established in advance by the art department faculty.

Only students who have passed the Junior Review process are eligible to enroll in Senior Exhibit which is both a two credit hour capstone course that meets once a week every fall semester as well as a capstone experience culminating in a one or two week formal exhibition of the student's artwork to the public in the spring semester. The final grade students receive for this experience is determined both by the student's participation in the semester long course as well as an average of the evaluations all art faculty members submit based upon a ratings sheet assessing how well a candidate meets established criteria in the actual exhibition as well as a submitted exit portfolio.

ART 110, Art Appreciation, meets the General Education Requirement for non-art majors in the Humanities and Fine Arts area.

Bachelor of Arts

Visual Art

Major Code AR01

Semester Hours

General Education Requirements (p. 45) 46-47 40-41

Foreign Language* (four courses in one language) 12

Art Requirements 50

Required Art Foundation Courses

ART 100	Art Theory** 3
ART 101	Two Dimensional Design 3
ART 103	Three Dimensional Design 3
ART 105	Color Theory 3
ART 130	Basic Drawing 3
ART 140	Basic Digital Photography/ Computer Skills*** 3

Two Dimensional Media – select one 3

ART 212	Beginning Printmaking	
ART 232	Beginning Painting	

Three Dimensional Media – select one 3

ART 205	Beginning Jewelry	
ART 207	Beginning Ceramics	
ART 211	Beginning Sculpture	
ART 370	Drawing 3
ART 301	Art History: Prehistoric to Gothic 3
ART 302	Art History: Renaissance to Modern 3
ART	Art History (Upper Division 300-400 level) 3

60 ART

ART 490 Senior Exhibit	2
Upper Division Art Electives(300-400 level courses)	12
Electives	7-8
Electives (must be upper division)	14
Total	124

*Foreign Language satisfies 3 hours of International Studies of General Education Requirement.

**Art Theory satisfies 3 hours of Humanities and Fine Arts General Education Requirement.

***Basic Digital Photo/Computer Skills satisfies departmental computer literacy requirement.

Bachelor of Fine Arts

Studio Art

Major Code AR02

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Art Requirements	80

Required Art Foundation Courses

ART 100 Art Theory*	3
ART 101 Two Dimensional Design	3
ART 103 Three Dimensional Design	3
ART 105 Color Theory	3
ART 130 Basic Drawing	3
ART 140 Basic Digital Photography/ Computer Skills**	3

Studio Art Requirements

ART 205 Beginning Jewelry	3
ART 207 Beginning Ceramics	3
ART 211 Beginning Sculpture	3
ART 212 Beginning Printmaking	3
ART 232 Beginning Painting	3
ART 301 Art History: Prehistoric to Gothic	3
ART 302 Art History: Renaissance to Modern	3
ART Art History (Upper Division)	6
ART 370 Drawing	3
ART 371 Life Drawing	3
ART 490 Senior Exhibit	2

Studio Emphasis Area: four courses of Upper Division

Study in one studio area of concentration

Art Electives

Upper Division Art Electives (300-400 level)

Any Electives

Total

* Art Theory satisfies 3 hours of Humanities and Fine Arts of General Education Requirement

**Basic Digital Photo/Computer Skills satisfies departmental computer literacy requirement.

Bachelor of Fine Arts

Graphic Design

Major Code AR03

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Art Requirements	81

Required Art Foundation Courses

ART 100 Art Theory*	3
ART 101 Two Dimensional Design	3
ART 103 Three Dimensional Design	3

ART 105 Color Theory	3
ART 130 Basic Drawing	3
ART 140 Basic Digital Photography/Computer Skills**	3

Graphic Design Requirements

ART 215 Illustrator/Indesign	3
ART 216 Photoshop/Web Design	3
ART 240 Typography and Lettering	3
ART 212 Introduction to Printmaking	3
ART 309 History/Theory of Graphic Design	3
ART 325 Graphic Design I	3
ART 350 Graphic Design II	3
ART 351 Graphic Design III	3
ART 360 Publication Design/Layout	3
ART 450 Graphic Design IV	3

Supporting Studio Art Requirements

ART 370 Drawing	3
ART 301 Art History: Prehistoric to Gothic	3
ART 302 Art History: Renaissance to Modern	3
ART Art History (Upper Division)	3
ART 490 Senior Exhibit	2

Two Dimensional Media – select one

ART 371 Life Drawing

ART 232 Beginning Painting

Three Dimensional Media – select one

ART 205 Beginning Jewelry

ART 207 Beginning Ceramics

ART 211 Beginning Sculpture

Upper Division Art Electives (300-400 level)

Electives

Total

* Art Theory satisfies 3 hours of Humanities and Fine Arts of General Education Requirement

**Basic Digital Photo/Computer Skills satisfies departmental computer literacy requirement.

Bachelor of Science in Education with a Major in Art Grades K-12 Certification

Major Code ES08

	Semester Hours
General Education Requirements (p. 45) 46-47*	37-38
Art Requirements	52

ART 100 Art Theory*	3
ART 101 Two Dimensional Design	3
ART 103 Three Dimensional Design	3
ART 105 Color Theory	3
ART 130 Basic Drawing	3
ART 140 Basic Digital Photography/ Computer Skills**	3
ART 200 Arts & Crafts	3
ART 207 Beginning Ceramics	3
ART 211 Beginning Sculpture	3
ART 212 Introduction to Printmaking	3
ART 220 Art Education	2
ART 232 Beginning Painting	3
Drawing Emphasis – select one	3
ART 370 Drawing	3
ART 371 Life Drawing	9
ART Art History	9
ART 490 Senior Exhibit	2
ART Elective	3

Education Certification Requirements*** (p. 179)	41-43
Total	130-133

*Art Theory satisfies 3 hours of Humanities and Fine Arts of General Education Requirements

**Basic Digital Photo/Computer Skills satisfies departmental computer literacy requirement.

***PSY 100 and EDUC 280 satisfy certification requirements and 3 hours of Social and Behavioral Sciences and 3 hours of International Studies of General Education Requirements.

Minor in Studio Art

Minor Code AR80

	Semester Hours
ART 101 Two Dimensional Design	3
ART 103 Three Dimensional Design	3
ART 130 Basic Drawing	3
Three Dimensional Media (select one)	3
ART 207 Beginning Ceramics	
ART 205 Beginning Jewelry	
ART 211 Beginning Sculpture	
Two Dimensional Media (select one)	3
ART 140 Basic Digital Photography/Computer Skills	
ART 232 Beginning Painting*	
ART 212 Introduction to Printmaking	
Any Upper division Art History class except ART 309.	3
Upper division Studio Art Elective.	3
Total	21

*Beginning Painting requires an additional prerequisite of ART 105 Color Theory.

Minor in Graphic Design

Minor Code AR81

	Semester Hours
ART 101 Two Dimensional Design	3
ART 130 Basic Drawing	3
ART 140 Basic Digital Photography/ Computer Skills	3
ART 215 Illustrator/InDesign	3
ART 216 Photoshop/Web Design	3
ART 240 Typography and Lettering	3
ART 309 History and Theory of Graphic Design	3
ART 325 Graphic Design I	3
Total	24

For additional information contact:

Dr. James Lile Jr., Interim Department Head

Office: Fine Arts Building

Phone: 417.625.9656

Email: lile-j@mssu.edu

Course Descriptions

ART 0100 (F,S) 3 hrs. cr. Art Theory

A survey course that provided an introduction to the theoretical and philosophical underpinnings of art through the exploration of art history, aesthetics, criticism, studio and cultural influences. The objective is to provide a foundation of understanding for the beginning art student through reading, discussions and investigations of the ideas and condition that influence the inception and development of works of art. The course will consist of lecture, research, verbal and written critiques and discussions.

ART 0101 (F,S) 3 hrs. cr. Two Dimensional Design

Foundation studio course that incorporates principles and elements of design in solving studio problems. Six studio hours per week. Lab fee required.

ART 0103 (F,S) 3 hrs. cr. Three Dimensional Design

Foundation studio course introducing the use of the Elements of Design and Principles of Composition to design and create three-dimensional objects and spaces. A variety of basic materials, tools, skills and techniques are covered. The course consists of lecture, research, studio projects, verbal and written critiques and/or discussions. There may be additional costs in addition to course fees. Six studio hours per week. Lab fee required.

ART 0105 (F,S) 3 hrs. cr. Color Theory

Foundation studio course dealing with the theories, problems and applications of color. Six studio hours per week. Lab fee required.

ART 0110 (F,S) 3 hrs. cr. Art Appreciation

A survey designed to increase appreciation of the visual arts through readings, slide lectures, library research and visits to the George A. Spiva Center for the Arts. Development of the cognitive and critical processes as they relate to the visual arts are emphasized.

ART 0130 (F,S) 3 hrs. cr. Basic Drawing

Development of perceptual and structural drawing skills through the study of line, value, perspective and composition using various media. Six studio hours per week. Lab fee required.

ART 0140 (F,S) 3 hrs. cr. Basic Digital Photography/Computer Skills

Introduction to digital photography and image editing emphasizing the technical and aesthetic issues and how these qualities inform image content. Control of camera settings, natural and studio lighting and basic Photoshop editing is explored as well as career options in digital photography. A final printed and digital portfolio will be prepared. Students enrolled in the course must own a digital camera. Professional cameras, computers, software, lighting equipment and a studio will be provided for assignments. Six studio hours per week. Lab fee required. There may be additional supply costs in addition to course fees. Satisfies departmental requirement for a computer application course.

ART 0200 (F,S) 3 hrs. cr.
Arts & Crafts

Basic crafts survey exploring materials and processes of traditional and contemporary handicrafts. Investigates historical and contemporary uses of the five core Fine Craft media: Clay, Wood, Fiber, Precious Metals and Glass. Also the importance of the roles of functionality and craftsmanship. The course consists of lecture, research, hands-on studio projects, verbal and written critiques and discussions. Lab fee required.

ART 0205 (F,S) 3 hrs. cr.
Begin Jewelry Design/Metalsmithing

Creative exploration of design fabrications, casting and forging processes. Six studio hours per week. Lab fee required. Prerequisite: ART 101 or approval of instructor.

ART 0207 (F,S) 3 hrs. cr.
Beginning Ceramics

An introduction to and the development of needed skills to use the potter's wheel to create basic pottery forms. Fundamentals of the entire ceramic process are introduced, including clay preparation, application of glazes, firing and methods and techniques of hand building with clay. There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required.

ART 0211 (F,S) 3 hrs. cr.
Beginning Sculpture

An introductory exploration of formal and conceptual issues found in creating sculpture. This exploration includes using additive, subtractive and construction techniques using, but not limited to, traditional sculpture materials, equipment and techniques. This course consists of lecture, research, studio projects, verbal and written critiques and/or discussions. There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 103.

ART 0212 (F,S) 3 hrs. cr.
Introduction to Printmaking

Introduction to the printmaking tools, materials, techniques and process of the (1) Intaglio: etching, drypoint, aquatint and softground (2) Lithography (3) Monotype and monoprint (4) Relief: woodcut, linocut. Emphasis on drawing and design. Six studio hours per week. Lab fee required. Prerequisite: ART 130.

ART 0215 (F) 3 hrs. cr.
Illustrator/InDesign

Studio course introduction of computer graphics/publishing using Illustrator and InDesign on the Macintosh computer. Students will study computer vector illustration, desktop publishing and page layout, using type and images. File and disc management, storage and scanning included. Six studio hours per week. Lab fee required. Prerequisites: ART 101, ART 105, ART 130 and ART 140.

ART 0216 (S) 3 hrs. cr.
Photoshop & Web Design

Studio course introduction of imaging and web design using Adobe Photoshop and Dreamweaver on the Macintosh computer. Students will study photo editing, creative illustration and web design. File and disc management, storage and scanning included. Six studio hours per week. Lab fee required. Prerequisites: ART 101, ART 105 and ART 140.

ART 0220 (F,S) 2 hrs. cr.
Art for the Elementary School Teacher

Art theory and experiences, curriculum theory and appropriate materials, objectives, methods, activities and resources preparatory to instruction of elementary school students. Lecture, discussion and studio. Required for both elementary education majors and secondary art education majors. Lab fee required.

ART 0232 (F,S) 3 hrs. cr.
Beginning Painting

Procedures, techniques, historical processes and basic fundamentals of painting with acrylic. Six studio hours per week. Lab fee required. Prerequisite: ART 101, ART 105 and ART 130.

ART 0240 (F) 3 hrs. cr.
Typography and Lettering

A studio course introducing the art of typography. Designed to develop the skills needed to competently use the tools, materials and methods employed by professionals for layouts, typesetting and composition. All assignments use lettering or typography as the primary design element. Prerequisite: ART 101 and ART 130. Six studio hours per week. Lab fee required.

ART 0301 (S-Even) 3 hrs. cr.
Art History, Prehistoric Through Gothic

Historic survey of the visual arts from prehistoric through the Middle Ages. Primarily in the Near East, North Africa and Europe.

ART 0302 (F-Odd) 3 hrs. cr.
Art History, Renaissance Through Modern

Historical survey of the visual arts of Europe from the Early Renaissance through the Modern period. Comparative study of other cultures included.

ART 0303 (S-Even) 3 hrs. cr.
Art History, 19th Century

Historic survey of the visual arts of Western Europe and the United States focusing primarily upon the styles of Neo-Classicism, Romanticism, Realism, Impressionism and Post-Impressionism.

ART 0304 (F-Odd) 3 hrs. cr.
Art History, 20th Century

Study of the mainstreams of Western Art in Europe and the United States, including its sources and influences. Emphasis placed on the succession of modernist art movements in France and Germany from 1900 to 1945 and in the United States from 1945 to present.

ART 0306 (Demand) 3 hrs. cr.
Art History, African Art

Historical survey of African art covering different groups of people, different periods, geographic areas and mediums. Requirements: research paper oral presentations, periodic tests.

ART 0309 (S) 3 hrs. cr.
History and Theory of Graphic Design

A course structured to give the graphic design student a survey of the complex history of this field. The class will cover the topics in graphic design from prehistoric times through the present. Involved will be the invention of alphabet, printing, moveable type, manuscript, type design and most forms of printing. In addition they will cover the major periods in advertising history and understand the important visual forms that expanded this profession.

Students will observe, analyze and critique artwork attributed to major design innovators from various periods in history. Course will consist of research, verbal and written critiques and discussions.

ART 0310 (F,S) 3 hrs. cr.

Water Media

Mixed media painting class that may include techniques and aesthetic processes of watercolor painting. Six studio hrs. per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: ART 232 or permission of instructor.

ART 0313 (F) 3 hrs. cr.

Intaglio/Relief

A continuation of Beginning Printmaking (ART 212). Emphasis on the techniques involved in the Intaglio and Relief Printing processes. Students will complete four major projects for each of the printing processes resulting in a total of eight finished works. May be repeated for a total of six credit hours. Prerequisite ART 212.

ART 0314 (S) 3 hrs. cr.

Silkscreen/Lithography

A continuation of Beginning Printmaking (ART 212). Emphasis on the techniques involved in the Serigraphy (silkscreen) and lithographic printing processes. Students will complete eight finished works relevant to the silkscreen and lithographic printing process. May be repeated for a total of six credit hours. Prerequisite ART 212.

ART 0325 (F) 3 hrs. cr.

Graphic Design I

Introduction to graphic design with an emphasis on the recognition, function and aesthetic use of typography/pictorial images as a visual language for a variety of projects. Includes layout and type/image relationships. Six studio hours per week. Lab fee required. Prerequisite: ART 215, ART 216 and ART 240.

ART 0330 (F,S) 3 hrs. cr.

Jewelry Design/Metalsmithing

Exploration of advanced methods and techniques of complex forms for jewelry and metalsmithing design. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: ART 205.

ART 0332 (S) 3 hrs. cr.

Painting

Students select two proposed individual content problems for self-development using a variety of media. The results will be two series of paintings on stretched canvas that provide unique solutions. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: ART 232.

ART 0337 (F) 3 hrs. cr.

Wheel Throwing

An intermediate level ceramics studio class with a focus on developing and expanding the skills and techniques used with the potter's wheel. Designed to improve knowledge and skills with using ceramic materials and techniques, especially in regards to creating functional pottery forms. This course consists of lecture, research, studio projects, verbal and written critiques and/or discussions. There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 207.

ART 0338 (S) 3 hrs. cr.

Hand Building with Clay

An intermediate-level ceramics studio class focusing on developing and expanding the skills and techniques of hand building objects with clay. Designed to improve knowledge and skills with ceramic materials and technique, especially in regards to creating sculpture ceramic forms. This course consists of lecture, research, studio projects, verbal and written critiques and/or discussions. There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 207.

ART 0341 (F) 3 hrs. cr.

Sculpture Foundry

An intermediate sculpture course focusing on plaster mold making and introducing the materials and techniques used in traditional (lost wax) as well as contemporary sculptural casting processes. Model making, investment, casting, chasing and mounting of aluminum and/or bronze sculptures are covered. The course consists of lecture, research, studio projects, verbal and written critiques and/or discussions. There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 211 or approval of instructor.

ART 0342 (S) 3 hrs. cr.

Sculpture

An intermediate study of creating sculptural forms, focusing on improving knowledge and skills with materials and techniques, conceptual thinking and visual communication. The course will consist of lecture, research, presentations, studio projects, verbal and written critiques and/or discussions. There will be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 211.

ART 0350 (S) 3 hrs. cr.

Graphic Design II

Continued study of Graphic Communications I with an emphasis on the design and preparation of two and three-dimensional projects for printing and web. Includes an introduction to digital studio photography and introduction to the development of an individual portfolio. Six studio hours per week. Lab fee required. Prerequisite: ART 325.

ART 0351 (F) 3 hrs. cr.

Graphic Design III

Continued study of Graphic Design with an emphasis on the design and preparation of two and three-dimensional projects. Includes use of digital studio photography and development of an individual portfolio. Six studio hours per week. Lab fee required. There may be additional supply costs in addition to course fees. Prerequisite: ART 350.

ART 0360 (S) 3 hrs. cr.

Publications Design and Layout

A course in the basic technical preparation of artwork prior to publication. Computer production techniques are taught in the context of simulated professional job processes. This course will cover specific computer and printing processes such as halftones and screens, one color, duotones and overlay techniques, two color, photo sizing, four color process printing and color separations. Additionally, basic layout, imposition and bindery, studio business practices such as pricing, estimating, time tracking, budgets, client contact and presentation will be covered. Six studio hours per week. Lab fee required. There may be additional supply costs in addition to course fees. Prerequisite: ART 325.

ART 0365 (Su) 3 hrs. cr.
Swedish Photography Seminar

Swedish Photography Seminar enrollment is limited to those individuals participating in the Summer in Sweden travel and study program. Course consists of lecture, on-site photography, critiques and photo lab work in traditional silver black and white photography. Meeting days and times will coordinate with required travel dates. Enrollment by permission of the Summer in Sweden Director or Art Department Head. Lab fee required.

ART 0366 (Su) 3 hrs. cr.
The Art of Scandinavia

Art Historical survey of Scandinavian Art with enrollment limited to those individuals participating in the Summer in Sweden travel and study program. Art Students visit museums in Stockholm, Oslo and Copenhagen to study a wide variety of Scandinavian art from many different periods. They observe, analyze, and critique selected works and architecture from a wide variety of periods to compare and contrast with contemporary works. Course consists of travel, research, verbal and written critiques and discussions. Enrollment by permission of the Summer in Sweden Director or Art Department Head.

ART 0370 (F,S) 3 hrs. cr.
Drawing

Continuation of Basic Drawing (ART 130) with emphasis on perceptual drawing techniques, composition and drawing media. Prerequisites ART 101 and ART 130. Six studio hours per week.

ART 0371 (S) 3 hrs. cr.
Life Drawing

Drawing the human figure with emphasis on anatomy, structure and form using a variety of media. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisites: ART 101 and ART 130.

ART 0400 (F,S) 3 hrs. cr.
Advanced Drawing

Advanced investigation of various drawing elements including compositions, structure and aesthetics. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: ART 370 and ART 371.

ART 0401 (F,S) 3 hrs. cr.
Advanced Painting

Students select an individual problem for self-development using a variety of media. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: ART 310 or ART 332.

ART 0407 (F,S) 3 hrs. cr.
Advanced Ceramics

Advanced methods, techniques and procedures of pottery making and design in clay. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: ART 337 or ART 338.

ART 0411 (F,S) 3 hrs. cr.
Advanced Sculpture

An advanced study of sculpture designed to encourage independent thought and investigation to aid in developing the artist's personal imagery while improving knowledge and skills with materials and technique, conceptual thinking and visual communication. The course will consist of lecture, research, studio projects, verbal and written critiques and/or discussions. There will be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 341 or 342. May be repeated for a total of six credit hours.

ART 0412 (F,S) 3 hrs. cr.
Advanced Printmaking

Serigraphy (silkscreen), lithography, intaglio, relief and monoprint processes. Advanced studio methods for color registration and mixed media procedures. Emphasis on design, drawing concept, technical proficiency and presentation. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: ART 313 or ART 314.

ART 0422 (F,S) 3 hrs. cr.
Special Projects I in Graphic Design

Advanced studio project selected by the student in a particular area of graphic design. Students attend a regularly scheduled course of related content but complete an independent special project approved by the instructor. Requirements: (1) an exhibit of the special project two weeks before the end of the semester and (2) a formal paper documenting the special project. Prerequisite: ART 351 and approval of the instructor. Six studio hours per week. Lab fee required. There may be additional supply costs in addition to course fees. May be repeated for a total of six credit hours.

ART 0423 (F,S) 3 hrs. cr.
Special Projects I in Jewelry/Metalsmithing

An advanced studio study in jewelry and metalsmithing. Students attend a regularly scheduled course of related content but complete an independent special project approved by the instructor. Requirements: (1) an exhibit of the special project two weeks before the end of the semester and (2) a formal paper and presentation documenting the special project(s). There will be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 330 and approval of instructor. May be repeated for a total of six credit hours.

ART 0424 (F,S) 3 hrs. cr.
Special Projects I in Painting

An advanced studio study in painting. Students attend a regularly scheduled course of related content but complete an independent special project approved by the instructor. Requirements: (1) an exhibit of the special project two weeks before the end of the semester and (2) a formal paper and presentation documenting the special project(s). There will be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 401 and approval of instructor. May be repeated for a total of six credit hours.

ART 0426 (F,S) 3 hrs. cr.
Special Projects I in Sculpture

An advanced studio study in sculpture. Students attend a regularly scheduled course of related content but complete an independent special project approved by the instructor. Requirements: (1) an exhibit of the special project two weeks before the end of the semester and (2) a formal paper and presentation documenting the special project(s). There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 411 and approval of instructor. May be repeated for a total of six credit hours.

ART 0427 (F,S) 3 hrs. cr.
Special Projects I in Ceramics

An advanced studio study in ceramics. Students attend a regularly scheduled course of related content but complete an independent special project approved by the instructor. Requirements: (1) an exhibit of the special project two weeks before the end of the semester and (2) a formal paper and presentation documenting the special project(s). There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 407 and approval of instructor. May be repeated for a total of six credit hours.

ART 0428 (F,S) 3 hrs. cr.
Special Projects I in Drawing

An advanced studio study in drawing. Students attend a regularly scheduled course of related content but complete an independent special project approved by the instructor. Requirements: (1) an exhibit of the special project two weeks before the end of the semester and (2) a formal paper and presentation documenting the special project(s). There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 400 and approval of instructor. May be repeated for a total of six credit hours.

ART 0429 (F,S) 3 hrs. cr.
Special Projects I in Printmaking

An advanced studio study in printmaking. Students attend a regularly scheduled course of related content but complete an independent special project approved by the instructor. Requirements: (1) an exhibit of the special project two weeks before the end of the semester and (2) a formal paper and presentation documenting the special project(s). There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 412 and approval of instructor. May be repeated for a total of six credit hours.

ART 0442 (F,S) 3 hrs. cr.
Special Projects II in Graphic Design

Advanced studio project selected by the student in a particular area of graphic design. Students attend a regularly scheduled course of related content but complete an independent special project approved by the instructor. Requirements: (1) an exhibit of the special project two weeks before the end of the semester and (2) a formal paper and presentation documenting the special project. Prerequisite: ART 422 and approval of the instructor. Six studio hours per week. Lab fee required. There may be additional supply costs in addition to course fees. May be repeated for a total of six credit hours.

ART 0443 (F,S) 3 hrs. cr.
Special Projects II in Jewelry/Metalsmithing

Same as ART 423. There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 423 and approval of instructor. May be repeated for a total of six credit hours.

ART 0444 (F,S) 3 hrs. cr.
Special Projects II in Painting

Same as ART 424. There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 424 and approval of instructor. May be repeated for a total of six credit hours.

ART 0446 (F,S) 3 hrs. cr.
Special Projects II in Sculpture

Same as ART 426. There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 426 and approval of instructor. May be repeated for a total of six credit hours.

ART 0447 (F,S) 3 hrs. cr.
Special Projects II in Ceramics

Same as ART 427. There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 427 and approval of instructor. May be repeated for a total of six credit hours.

ART 0448 (F,S) 3 hrs. cr.
Special Projects II in Drawing

Same as ART 428. There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 428 and approval of instructor. May be repeated for a total of six credit hours.

ART 0449 (F,S) 3 hrs. cr.
Special Projects II in Printmaking

Same as ART 429. There may be additional supply costs in addition to course fees. Six studio hours per week. Lab fee required. Prerequisite: ART 429 and approval of instructor. May be repeated for a total of six credit hours.

ART 0450 (S) 3 hrs. cr.
Graphic Design IV

Advance study of graphic design layout, production and/or video reproduction. Includes advanced projects with computer-aided graphic techniques and equipment. Completion of an individual portfolio is required. Six studio hours per week. Lab fee required. May be repeated for a total of six credit hours. Prerequisite: ART 425.

ART 0475 (F,S,Su) 1-8 hrs. cr.
Internship in Art

An off-campus work experience in a professional setting for advanced art majors. All internships must conform with institutional policy regarding the number of hours per credit and with contractual agreements involving the cooperating organization. Prerequisites: six hours of upper division level art coursework, junior standing or above and approval of the Art Department Internship Coordinator.

ART 0490 (F) 2 hrs. cr.
Senior Exhibit

Prepares senior art majors for their exhibit which is normally scheduled during spring in the Spiva Art Gallery. One hour lecture, two hours of studio per week. Prerequisite: Senior standing and permission of the Junior Review Committee.

ART 0498 (Demand) 1-3 hrs. cr.
Special Topics in Art

For upper division Art majors or related majors. Topics and methods of current interest not included in other courses. Enrollment by permission of instructor or department head. Prerequisites to be determined by Art Department.

ART 0499 (F,S,Su) 1-3 hrs. cr.
Independent Study

An in-depth study of some specialized topic or project not considered in the art department course offerings. An adviser from the art faculty will structure the independent study with the approval of the department head. Prerequisite: At least 90 hours completed and an overall cumulative GPA of 3.0 or higher. Enrollment must be approved by the department head and school dean.

BIOLOGY

Reynolds Hall 210 • 417.625.9376

Faculty Lemmons - Head, Bay, Creamer, Davis, Dennis, Fletcher, Fraser, Heth, Johnson, Kennedy, Lawson, Messick, Peters, Plucinski, Roettger, Schlink, Wells

Mission

Our mission is to provide a stimulating and challenging Biology curriculum, excellence in teaching, quality academic advising, outstanding general education courses and dedicated community and university service, as well as international opportunities for students.

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Coursework within biology can encompass a wide range of topics including anatomy, botany, cell biology, ecology, evolution, physiology, zoology and many others. The curriculum for a Bachelor of Science with a Major in Biology is arranged into three areas of study in order to highlight courses that are most appropriate for a particular area of interest.

Biomedical Sciences. Students interested in pre-dental, pre-medical, pre-optometry, pre-pharmacy, pre-physician assistant, pre-physical therapy or pre-occupational therapy, or pre-veterinary studies should consider courses that are listed within the area of biomedical sciences. Many of these courses may be required by professional schools such as medical schools or pharmacy schools.

Field/Conservation Biology. Students interested in botany, conservation, ecology, evolution, marine biology, wildlife, zoology, or other related topics should consider courses that are listed within the area of field or conservation biology. These courses provide a solid educational background for students wanting to pursue graduate studies or careers in these related areas.

General Biology. Students interested in a more broad range of biological topics should consider courses that are listed within the area of general biology. These courses provide a diverse educational background that would allow students to pursue graduate studies or careers in a wide range of biological sciences.

A **Bachelor of Science in Biology with the Bioinformatics Option** provides for a double major in Biology and Computer Information Science. Bioinformatics is a discipline that prepares students for careers in designing and implementing computational algorithms for managing, processing, and analyzing databases or genetic sequences.

A **Bachelor of Science in Biology with the Forensic Science Option** provides for a double major in Biology and Biochemistry. Forensic Science is the application of the broad use of biological and biochemical techniques to obtain criminal or other legal evidence.

A **Bachelor of Science in Education with a Major of Unified Science, Biology Endorsement** will allow students to teach introductory level courses in biology, chemistry, earth science, and physics and to teach advanced courses in biology at the secondary level.

A **Bachelor of Science in Education with a Biology Certification** will allow students to teach introductory and advanced level courses in biology at the secondary level.

Internships are encouraged for biology majors. These internships allow the students to gain practical experience in a work or research setting. Students work under the joint supervision of a faculty member and a representative of the institute providing the intern experience.

Bachelor of Science with a Major in Biology

Major Codes BI01-BI10

	Semester Hours
General Education Requirements (p. 45) 46-47*	34-35
Biology Requirements	40
BIO 110 Principles of Biology I	4
BIO 111 Principles of Biology II	4
BIO 210 Molecular Biology*** (WI)	4
BIO 231 General & Medical Microbiology	5
BIO 305 Genetics*** (WI)	4
BIO 402 General Ecology*** (WI)	
OR	
BIO 481 Aquatic Ecology*** (WI)	4
BIO Electives (200 level or higher)	15**

Supporting Requirements 25

MATH 140 Algebra & Trigonometry (MATH 130 + MATH 135 = MATH 140)	
OR	
MATH 150 Calculus with Analytic Geometry I	5
CHEM 151 General Chemistry I	5
CHEM 152 General Chemistry II	5
CHEM 301 Organic Chemistry I	5
PHYS 151 Elementary College Physics I	5

Electives 24-25

Total 124****

*Required courses in biology, chemistry, mathematics and physics satisfy major requirements and 12 hours of the General Education Requirements.

**Electives should be chosen based on the following divisions:

Biomedical Sciences	15
Recommended courses: BIO 201 or 331, 240, 290, 301, 308, 350, 361, 362, 370, 380, 431, 433, 442, 450, 455, 456, 464, 490, 498, 499	
Field/Conservation Biology	15
Recommended courses: BIO 250, 290, 300, 302, 303, 304, 312, 316, 322, 331, 332, 352, 361, 370, 422, 431, 440, 450, 455, 464, 490, 498, 499	

General Biology 15

Recommended courses:— two from each of the following:

Biomedical Sciences electives
Field/Conservation Biology electives

***This combination of required courses fulfills computer literacy requirement.

****Must include at least 40 Upper Division (300 - 400 level) hrs.

Although not required for the BS in Biology, some students may need additional courses to meet admission requirements for professional or graduate school. Students should contact their adviser and prospective professional or graduate school for information regarding the specific courses required.

Bachelor of Science in Biology and Computer Information Science Bioinformatics Option

Major Code BI00

	Semester Hours
General Education Requirements (p. 45) 46-47*	34-35
Biology Core	33
BIO 101 General Biology	
OR	
BIO 105 General Biology: Environmental Health Emphasis	4
BIO 210 Molecular Biology (WI)	4
BIO 231 General & Medical Microbiology	5
BIO 305 Genetics (WI)	4
BIO 405 Bioinformatics	3
BIO Upper Division Electives**	13
CIS Core	33
CIS 110 Programming I	3
CIS 202 Information System I	3
CIS 210 Programming II	3
CIS 310 Database Management System I	3
CIS 315 Computer Networks	3
CIS 345 UNIX System Administration	3
CIS 350 Data Structures	3
CIS 375 IT Project Management	3
CIS 410 Information System II (WI)	3
CIS 425 Database Management II (WI)	3

CIS 450	Operating Systems (WI)	3
Supporting Requirements		18
BIO 290	Research/Statistical Methods (WI)	3
CHEM 120	Chemistry for the Allied Health Sciences	5
MATH 140	Algebra and Trigonometry	5
PHYS 151	Elementary College Physics I	5
Electives		6-7
Total		124

*Required courses in biology, chemistry, mathematics and physics satisfy major requirements and 12 hours of the General Education Requirements.

**Chose from the following courses: BIO 301, BIO 303, BIO 304, BIO 308, BIO 350, BIO 362, BIO 431, BIO 440, BIO 442, BIO 450, BIO 456, BIO 464 and BIO 499.

Only computer information science courses in which a student has earned a grade of 'C' or above can be used to satisfy departmental requirements.

Bachelor of Science in Biology and Biochemistry Forensic Science Option

Major Code BIO3

	Semester Hours
General Education Requirements (p. 45) 46-47*	34-35
Biology and Chemistry Requirements	71-73
BIO 121	Human Anatomy & Physiology I
BIO 210	Molecular Biology (WI)
BIO 221	Human Anatomy & Physiology II
BIO 231	General & Medical Microbiology
BIO 290	Research & Statistical Methods (WI)
BIO 305	Genetics (WI)
CHEM 151	General Chemistry I
CHEM 152	General Chemistry II
CHEM 201	Analytical Chemistry I
CHEM 301	Organic Chemistry I
CHEM 302	Organic Chemistry II (WI)
CHEM 350	Biochemistry I
CHEM 355	Biochemical Techniques (WI)
CHEM 400	Elementary Physical Chemistry
CHEM 427	Instrumental Analysis
Select one:	3-5
BIO 362	Virology (3)
BIO 442	Pathogenic Bacteriology (5)
BIO 456	Immunology (4)
Select one	4
CHEM 430	Internship in Chemistry (4)
BIO 450	Internship in Biology (4)
Supporting Requirements	14
MATH 140	Algebra and Trigonometry
PHYS 151	Elementary College Physics I
PHYS 152	Elementary College Physics II
Electives	2-5
Total	124

*Required courses in biology, chemistry, mathematics and physics satisfy major requirements and 12 hours of the General Education Requirements.

Courses listed may have additional prerequisite requirements that will need to be met before taking the course.

Bachelor of Science in Education with a Major in Unified Science, Biology Endorsement

Major Code ES00

	Semester Hours
General Education Requirements (p. 45) 46-47*	32-33
EDUC 301	Technology in Education
Biology Requirements	36-38
Required Biology Courses	12
BIO 110	Principles of Biology I (4)
BIO 111	Principles of Biology II (4)
BIO 121	Anatomy & Physiology I (4)
Microbiology, Genetics, Cell Biology & Biochemistry and Evolution	17-18
BIO 305	Genetics (4)
BIO 210	Molecular Biology (4)
BIO 231	General and Medical Microbiology (5)
BIO 221	Human Anatomy and Physiology II (5)
OR	
BIO 301	Human Physiology (4)
OR	
BIO 331	Comparative Vertebrate Anatomy (5)
Botany - select one	3-4
BIO 316	Economic Botany (3)
BIO 322	Taxonomy of Flowering Plants (4)
BIO 440	Plant Pathology (4)
Ecology - select one	4
BIO 312	Environmental Biology (4)
BIO 402	General Ecology (4)
BIO 481	Aquatic Ecology (4)
Supporting Requirements	35
PHIL 420	Philosophy of Science
OR	
Approved Substitute	3
MATH 140	Algebra and Trigonometry
(MATH 130 + MATH 135 = MATH 140)	5
CHEM 151	General Chemistry I
CHEM 152	General Chemistry II
PHYS 151	Elementary College Physics I
PHYS 152	Elementary College Physics II
GEOL 120	Introduction to Geology
GEOL 185	Introduction to Meteorology
Education Requirements (p. 179)	37-38
Total	143-147

*Required courses in biology, chemistry, mathematics, physics and psychology satisfy major requirements and 15 hrs. of the General Education Requirements. Courses listed may have additional prerequisite requirements that will need to be met before taking the course.

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Bachelor of Science in Education with a Biology Certification

Major Code ES09

	Semester Hours
General Education Requirements (p. 45) 46-47*	32-33
EDUC 301 Technology in Education	3
Biology Requirements	34
Animal Form and Function	13
BIO 110 Principles of Biology I (4)	
BIO 121 Anatomy & Physiology I (4)	
BIO 221 Anatomy & Physiology II (5)	
Plant Form and Function	4
BIO 111 Principles of Biology II (WI)	
Cell Biology, Genetics, Evolution	13
BIO 210 Molecular Biology [WI] (4)	
BIO 231 General and Medical Microbiology (5)	
BIO 305 Genetics [WI] (4)	
Biology Elective - Environmental/Earth Science:	
Select one	4
BIO 312 Environmental Biology (4)	
BIO 402 General Ecology (4)	
BIO 481 Aquatic Ecology (4)	
Supporting Requirements	27
PHIL 420 Philosophy of Science	
OR	
Approved Substitute	3
MATH 140 Algebra and Trigonometry	5
(MATH 130 + MATH 135 = MATH 140)	
CHEM 151 General Chemistry I	5
CHEM 152 General Chemistry II	5
PHYS 151 Elem College Physics I	5
PHYS 152 Elem College Physics II	4
Education Requirements (p. 179)	36-39
Total	132-136

*Required courses in biology, chemistry, mathematics, physics and psychology satisfy major requirements and 15 hrs. of the General Education Requirements. Courses listed may have additional prerequisite requirements that will need to be met before taking the course.

Minor in Biology

Requires a minimum of 20 biology credit hours. At least 6 credit hours must be upper division (300-400 level) and at least 12 credit hours must be 200 level or above. Courses must be chosen in consultation with an academic adviser from the Department of Biology and Environmental Health.

For additional information contact:

Dr. Crystal Lemmons, Department Head
Office: Reynolds Hall 215
Phone: 417.625.9592
Email: lemmons-c@mssu.edu

Course Descriptions

BIO 0070	(F,S)	2 hrs. cr.
Introduction to Life Sciences		
An introductory course that focuses on the basic scientific principles of biological molecules, cellular biology and use of scientific terminology. Emphasis will be placed on examples of human biology and prepares students for further study in the biomedical sciences, allied health professions and other science majors. No credit toward baccalaureate degree.		
BIO 0100	(Demand)	1 hr. cr
Freshman Seminar		
Designed to give formal and informal instruction to incoming Biology majors on careers in Biology, internships and provide opportunities for students to become actively involved with departmental programs. Recommended for all Biology majors.		
BIO 0101	(F,S,Su)	4 hrs. cr.
General Biology		
A survey of general biological principles that emphasize concepts relevant to the student. Special topics may be used to illustrate course content. Three one-hour lectures, one 2-hour laboratory per week. Fulfills General Education requirements for Area D1. Does not fulfill biology degree requirements		
BIO 0105	(Demand)	4 hrs. cr.
General Biology: Environmental Health Emphasis		
A general biology course that emphasizes environmental health. The organization, complexity and interdependency of life is revealed through the study of life chemistry, cells, organisms, respiration, photosynthesis, genetics, populations, evolution and ecology. Emphasis is placed on protection of the human environment with discussion of environmental issues and environmentally related public health concerns. Three lectures, one two hour lab per week. Fulfills general education requirement in Area D1. An introductory biology course for science majors and those interested in the environment, but does not fulfill the introductory course requirements for biology majors.		
BIO 0110	(F,S)	4 hrs. cr.
Principles of Biology I		
First in a two-course introductory sequence for biology majors. The unifying principles of living organisms including scientific method, biological molecules, cell structure, function and metabolism, genetics, evolution, and a survey of Prokaryotes, Protistans, and Fungi. Three lectures, one 3-hour lab per week. Fulfills general education requirements for Area D1. Prerequisites: BIO 101 or BIO 105; or an ACT composite score of 21 or higher. High school chemistry strongly recommended.		
BIO 0111	(F,S)	4 hrs. cr.
Principles of Biology II		
A continuation of BIO 110 to include the evolution, diversity, structure, function and ecology of plants and animals. Three lectures, one 3-hour lab per week. Prerequisites: BIO 110 with a grade of 'C' or better.		
BIO 0121	(F,S,Su)	4 hrs. cr.
Human Anatomy and Physiology I		
The first in a two-course sequence in which human anatomy and physiology are studied using a body system approach. Includes the concept of scientific inquiry and the fundamental concepts of cell biology, cell metabolism, and genetics. Three lectures and one, 2-hour lab per week. Fulfills the General		

Education requirements in Area D1. Prerequisite: ACT composite score of 19 or higher or a satisfactory score on a Departmental Assessment or BIO 0070 with a grade of 'C' or better.

BIO 0201 (F,S) 5 hrs. cr.
Human Anatomy

A general treatment of human anatomy from the tissue through the organ system levels of organization. The lecture provides the conceptual and organizational framework for laboratory, which utilizes microscopy, dissection, anatomical models and anatomical software. Three hours of lecture, two 2-hour labs per week. Credit toward the biology major granted for one anatomy course: BIO 201 or BIO 331. Prerequisite: BIO 101 or BIO 105 or BIO 111.

BIO 0210 (F,S) 4 hrs. cr.
Molecular Biology (Writing Intensive)

Physiological characteristics and function at the molecular levels of both plant and animal cells. Three lectures, one 2-hour lab per week. Prerequisites: BIO 111 and CHEM 152.

BIO 0221 (F,S,Su) 5 hrs. cr.
Human Anatomy and Physiology II

A continuation of BIO 121 - Anatomy and Physiology I. A systems approach will be used to emphasize the interrelationships between form and function at the gross and microscopic levels of human organization. Three lectures and two, 2-hour labs per week. Prerequisite: BIO 121.

BIO 0231 (F,S,Su) 5 hrs. cr.
General and Medical Microbiology

Structure and function of microorganisms. Topics include general principles of microbiology, immunology and identification of microorganisms. Three lectures and two, 2-hour labs per week. Prerequisites: BIO 111 (or BIO 121) and CHEM 120 or 151.

BIO 0240 (S) 3 hrs. cr.
Radiation Biology

Survey of various types of radiation affecting humans, the uses of radiation and methods for monitoring radiation levels. Emphasis on the physiological damage that occurs to tissues following ionizing radiation. Three lectures per week. Prerequisites: Five hrs. of chemistry or acceptance into the School of Radiologic Technology.

BIO 0250 (Demand) 4 hrs. cr.
Principles of Botany

Anatomy and morphology of the plant kingdom emphasizing botanical aspects of cell biology, chemistry, genetics, physiology and plant defenses. Advantages of evolutionary adaptations evidenced as students are introduced to the diversity of plants. Prerequisite: BIO 111.

BIO 0290 (F-Even) 3 hrs. cr.
Research and Statistical Methods in Biology (Writing Intensive)

Develops literature research, experimental design and statistical analysis skills required in biology and environmental health. Students learn both mathematical foundations and software applications of statistical methods. Students develop a research question, search literature, design a study and write a proposal. Prerequisites: BIO 101 or BIO 105 or BIO 111 and MATH 140.

BIO 0298 (Demand) 1-5 hrs. cr.
Topics in Biology

Designed to give instruction in some discipline of biology not covered in other courses. Prerequisites to be determined by department.

BIO 0300 (S-Even) 3 hrs. cr.
Evolution

Course designed to enhance the understanding and appreciation of the modern scientific theory of evolution. Evidence and mechanics of evolution exemplified by molecular biology, systematics, genetics and population ecology will be included as well as samples of current evolutionary research. Prerequisites: BIO 101 or BIO 105 or BIO 111.

BIO 0301 (F) 4 hrs. cr.
Human Physiology

A general treatment of normal human physiology which emphasizes physiological control and homeostasis at the organ system level of organization. Lecture focuses on physiological processes and concepts; the lab emphasizes the measurement of physiological variables. Three lectures, one 3-hour lab per week. Credit toward the biology major granted for one physiology course: BIO 221, BIO 301 or BIO 431. Prerequisite: BIO 111 or BIO 201 and CHEM 120 or higher.

BIO 0302 (F-Even) 3 hrs. cr.
Conservation Biology

The study of the conservation of biodiversity based on the principles of ecology, evolution, and genetics. This course focuses on ecological and evolutionary principles relevant to conservation, levels of and threats to biodiversity, and practical aspects of conservation, within the context of a human dominated earth. Three lectures per week. Prerequisite: BIO 111.

BIO 0303 (Demand) 3 hrs. cr.
Computer Applications Biology

Explores ways in which microcomputers are used to better understand and study biological phenomena. The course develops technical expertise that is required in research, graduate school, teaching and other career fields. Prerequisites: BIO 101 or BIO 105 or BIO 111.

BIO 0304 (F-Odd) 3 hrs. cr.
Geographic Information Systems

Explores the expanding use of Geographic Information Systems (GIS) in ecology, environmental health and related fields. Satisfies the computer literacy requirement for environmental health majors. Prerequisites: BIO 101 or BIO 105 or BIO 111 or BIO 121. Cross-listed as EH 304 and GEOG 304.

BIO 0305 (F,S) 4 hrs. cr.
Genetics (Writing Intensive)

Introduction to principles of heredity, gene structure, expression, and regulation. Emphasis on cytological and molecular approaches to nucleic acid replication, transcription, translation, and other genetic mechanisms. Lab exercises illustrate genetic principles and techniques used in modern genetic research. Three lectures, one 3-hour lab per week. Prerequisite: BIO 111.

BIO 0308 (F,S,Su) 4 hrs. cr.
Pathophysiology

Altered physiological states, the cellular manifestations and causes of disease and adaptation to the alterations. Three lectures, one 3-hour lab per week. Prerequisite: BIO 221 or 301.

BIO 0312 (Su) 4 hrs. cr.
Environmental Biology (Writing Intensive)

A study of how environmental factors interact with and impact living organisms and ecosystems. Emphasis is on global human ecology, environmental problems, sound environmental management practices and the sustainable use of natural resources. How environmental problems may be solved by the

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application of sound environmental science in conjunction with the choices allowed by human values. Three hours of lecture and two hours of lab per week. Prerequisites: BIO 101 or 105 or 111 or 121. Cross-listed as EH 312.

BIO 0316 (S-Even) 3 hrs. cr.
Economic Botany

Economic uses of plants in the past, present and future. Emphasis on economic aspects of plants in medicine, agriculture, horticulture and industry. Includes the history of plant domestication facilitated by natural selection and purposeful breeding and an overview of plant chemistry, morphology and reproduction pertinent to economics. Prerequisites: BIO 111.

BIO 0322 (S-Odd) 4 hrs. cr.
Taxonomy of Flowering Plants

Relationships among selected plant groups with emphasis on classification and descriptions of taxa, nomenclature and concepts concerning the evolutionary sequence of various plant characters. Southwestern Missouri flora emphasized. Two lectures, two 2-hour labs per week. Prerequisite: BIO 111.

BIO 0331 (S) 5 hrs. cr.
Comparative Vertebrate Anatomy

Fundamental course designed to enhance understanding and appreciation of the structure and adaptations of vertebrates. Emphasis on evolution and the relationship between structure and function. Two lectures, two 3-hour labs per week. Credit toward the biology major granted for one anatomy course: BIO 201 or BIO 331. Prerequisite: BIO 111.

BIO 0332 (Demand) 4 hrs. cr.
Introduction to Entomology

Collecting methods, taxonomy, life history, morphology and evolution of insects. Three lectures, one 3-hour lab per week. Prerequisite: BIO 111.

BIO 0350 (S-Even) 2 hrs. cr.
Techniques in Microbiology

Training in techniques in microbiology through analysis of bacterial antibiotic resistance patterns and their medical ramifications. Includes the origin, incidence, effects and prevention of antibiotic resistance. One lecture, one 2-hour lab per week. Prerequisite: BIO 231.

BIO 0352 (Demand) 1-4 hrs. cr.
Biomes

An in-depth study of a selected ecosystem. The interactions between plants and animals with their abiotic environment are studied in the classroom and during an extended field trip usually lasting one week or more. The habitat chosen for study varies from year to year and some trips require physical conditioning or specialized training. Living conditions range from primitive to reasonably comfortable dormitories. Students are required to bear the cost of the trip. Prerequisites: BIO 111 and permission of the instructor.

BIO 0361 (F-Even) 4 hrs. cr.
Parasitology

Systematic investigation of the numerous parasites found in vertebrates. Emphasis on life cycles of parasites that infect humans and domestic animals. Three lectures, one 3-hour lab per week. Prerequisite: BIO 111.

BIO 0362 (F-Even) 3 hrs. cr.
Virology

Structure, classification and life cycles of bacterial, animal and plant viruses, their significance in disease (including cancer) and the use of viruses in modern biological research. The laboratory will stress the cultivation of viruses in bacterial and other cells. Three lectures, one 3-hour lab per week. Prerequisites: BIO 231.

BIO 0370 (S, Su) 3 hrs. cr.
Environmental Health

A survey of contemporary environmental health problems and protection measures, including public health disease or injury prevention and environmental hazard mitigation. Topics include water quality, air quality, food protection, disease vector control, waste management, toxicology, radiation, shelter, recreational and workplace safety. Three hours of lecture per week. Prerequisites: BIO 101 or 105 or 110 or 111 or 121. Cross-listed as EH 370 and HS 370.

BIO 0380 (F,S) 3 hrs. cr.
Epidemiology

Introduction to the concepts, principles and methods generally useful in the surveillance and investigation of communicable disease outbreaks. Three hours of lecture per week. Prerequisites: BIO 101 or 105 or 110 or 112 or 121 or 122. Cross-listed as EH 380 and HS 380

BIO 0402 (F) 4 hrs. cr.
General Ecology *(Writing Intensive)*

Study of plant and animal communities and their interaction within the environment. Emphasis on flora and fauna of Southwest Missouri and soils, climate and other major environmental factors responsible for the distribution and association of plants and animals. Three lectures, one 3-hour lab per week. Prerequisites: BIO 111.

BIO 0405 (S-Even) 3 hrs. cr.
Bioinformatics

Introduction to the principles and procedures used to obtain and synthesize information from DNA databases. Topics and techniques presented will include similarity searching and determination of homology, alignment and phylogeny of DNA sequences. This course is offered as part of an interdisciplinary Bioinformatics option that includes courses in Computer Information Science and Biology, but is not limited to these students. Prerequisites: BIO 305 and CIS 110.

BIO 0422 (Demand) 5 hrs. cr.
Invertebrate Zoology

Classification, morphology, physiology, development and evolution of invertebrate animals. Three lectures and two, 2-hour labs per week. Prerequisite: BIO 111.

BIO 0431 (Demand) 4 hrs. cr.
Animal Physiology

Comparative approach to the physiology of animals with emphasis on laboratory studies of both mammalian and non-mammalian vertebrates. Three lectures, one 3-hour lab per week. Credit toward the biology major granted for only one physiology course: BIO 301 or BIO 431. Prerequisite: BIO 201 or BIO 331.

BIO 0433 (S-Even) 4 hrs. cr.
Histology

Detailed study of microscopic structure of animal tissues and organs with special emphasis on mammalian tissue. Three lectures, one 3-hour lab per week. Prerequisite: BIO 201 or BIO 331.

BIO 0440 (S-Odd) 4 hrs. cr.
Plant Pathology

Historical significance of plant pathology, the physiological response of plants to abiotic factors, the anatomical and physiological aspects of plant susceptibility to disease and examples of management systems. Includes major diseases caused by bacteria, fungi and viruses. Three lectures, one 2-hour lab per week. Prerequisite: BIO 111.

BIO 0442 (S-Odd) 5 hrs. cr.
Pathogenic Bacteriology

A study of the structure, identification and pathology of the infectious bacteria. Three lectures, two 2-hour labs per week. Prerequisite: BIO 231.

BIO 0450 (F,S) 0-4 hrs. cr.
Internship in Biology

In conference with a departmental board a half semester in advance, the student shall elect to work and observe in any area of applied biology in which on-the-job experience would be beneficial to the student's training. Course can be repeated, but a maximum of 4 credit hours can be used to meet the biology major requirements. Prerequisites: Junior standing or above in biology with a minimum of 20 biology hours and 20 upper division hours.

BIO 0455 (F,S,Su) 1-2 hrs. cr.
Laboratory Assistant Practicum

Supervised practical experience in assisting undergraduate students in laboratory techniques in 100 and 200 level Biology classes. A maximum of 2 hours of credit can be applied toward the Biology degree. Prerequisite: advanced standing and permission of instructor of class being assisted.

BIO 0456 (F-Odd) 4 hrs. cr.
Immunology

Cellular and molecular basis of the immune response in vertebrates including structure, induction and regulation of the immune response. Autoimmune disorders, vaccines, transplantation and diagnostic immunology will also be presented. The laboratory will stress the induction and manipulation of the immune response. Three lectures, one 3-hour lab per week. Prerequisites: BIO 231.

BIO 0464 (S) 3 hrs. cr.
Cell Biology

A current perspective on cell biology will be addressed by examining various aspects of cell structure and function. Emphasis will be on communication and regulation mechanisms in both normal and abnormal states. In addition, the historical aspects of cell biology research and the techniques used by researchers will be discussed. Specific topics will be chosen each semester depending on current research with the use of primary literature to illustrate important concepts. Prerequisite: BIO 210.

BIO 0481 (S) 4 hrs. cr.
Aquatic Ecology (Writing Intensive)

Analysis of components of freshwater systems, both impoundment and stream environments. Three lectures, one 2-hour lab per week. Prerequisite: BIO 111.

BIO 0490 (Demand) 1 hr. cr.
Seminar

Faculty supervised discussion group and critical review of current topics in biology. Students will present reviews in selected topics. One meeting per week. Prerequisites: For upper division biology majors. May be repeated for additional credit.

BIO 0495 (Demand) 2-3 hrs. cr.
Roots of Science

The course will explore the history and lives of scientists who made significant contributions in Biology or sciences impacting Biology. Travel to the scientists' homeland or site of their research will be included to emphasize the historical components of their lives and research. Cultural sites associated with the scientists will also be visited to emphasize society's role in their conclusions. Students will be responsible for travel expenses. Prerequisite: Determined by instructor when offered.

BIO 0498 (Demand) 1-5 hrs. cr.
Advanced Topics in Biology

Designed to give advanced instruction in some discipline of biology not covered in other courses. For upper division majors. Prerequisites to be determined by department.

BIO 0499 (Demand) 1-3 hrs. cr.
Independent Research in Biology

Individual work under the supervision of a faculty member, with the credit and hours to be arranged. Research may be undertaken in any field of biology, with adequate preparation and the consent of the supervising instructor, department head and school dean. Prerequisite: Minimum GPA of 3.0 with 90 credit hours completed.

CHEMISTRY

Reynolds Hall 210 • 417.625.9766

Faculty Archer - Head, Donelson, Ennis, Garoutte, Gilbert-Saunders, Summerfield

Mission

The Chemical and Physical Sciences Department is a learning community dedicated to:

- providing a curriculum that gives its majors a thorough grounding in the basic principles and methods of chemistry in theory and practice
- offering our students ample opportunities for independent research
- providing chemistry courses suitable for students majoring in other fields
- offering courses in support of the health sciences
- supporting a Medical Technology program in concert with hospitals in the region
- providing a positive environment for students, staff and faculty

Chemistry and Biochemistry graduates will find an impressive array of options and exciting opportunities in fields such as basic research, environmental protection, instrumentation, new product and process development, technical marketing, market research, forensic chemistry, teaching at all levels and information science. Moreover, chemistry degrees are valuable in health sciences such as medicine, pharmacology, clinical chemistry and industrial hygiene. The first step into a future in chemistry is a formal education. Since chemistry is such a broad field and holds diverse career opportunities, students should plan their education with a goal in mind.

Bachelor of Arts with a Major in Chemistry

Major Code CH01

Semester Hours

General Education Requirements (p. 45) 46-47*	38-39
Foreign Language (four courses in one language)	12
Chemistry Requirements	33
CHEM 151 General Chemistry I**	5
CHEM 152 General Chemistry II**	5
CHEM 201 Analytical Chemistry I**	5
CHEM 301 Organic Chemistry I	5
CHEM 400 Elementary Physical Chemistry*	4
Upper Division Chemistry Electives (4 hrs)	4
AND	
CHEM 302 Organic Chemistry II	5

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OR

CHEM 427 Instrumental Analysis	5
Supporting Requirements	14
PHYS 151 Elementary College Physics I**	5
PHYS 152 Elementary College Physics II**	4
MATH 150 Calculus with Analytic Geometry I**	5
Electives	26-27
Total	124***

*Required chemistry, physics and mathematics courses satisfy major requirements and 8 hours of General Education Requirements.

**See Prerequisites

***Must include at least 40 Upper Division (300-400 level) hours.

Note: A Bachelor of Arts degree in chemistry is for students who need some knowledge of chemistry as a basis for work in other fields but who do not expect to become professional chemists.

Bachelor of Science with a Major in Chemistry

Major Code CH00

	Semester Hours
General Education Requirements (p. 45) 46-47*	38-39
Chemistry Requirements	33
CHEM 151 General Chemistry I**	5
CHEM 152 General Chemistry II**	5
CHEM 201 Analytical Chemistry I**	5
CHEM 301 Organic Chemistry I**	5
CHEM 302 Organic Chemistry II**	5
CHEM 400 Elementary Physical Chemistry*	4
CHEM 402 Physical Chemistry II**	4
Supporting Requirements	20
PHYS 250 General Physics I**	2
PHYS 260 General Physics II**	3
PHYS 290 General Physics III**	4
PHYS 291 General Physics III Lab	1
MATH 150 Calculus with Analytic Geometry I**	5
MATH 250 Calculus with Analytic Geometry II**	5
Electives***	32-33
Total	124****

*Required chemistry, physics and mathematics courses satisfy major requirements and 8 hours of General Education requirements.

**See Prerequisites

***Suggested Electives (CHEM 421, CHEM 422, CHEM 427, CHEM 472, IET 425, MATH 260, MATH 322, PHYS 372, PHYS 341)

****Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Science with a Major in Biochemistry

Major Code BC01

	Semester Hours
General Education Requirements (p. 45) 46-47*	38-39
Chemistry Requirements	37
CHEM 151 General Chemistry I**	5
CHEM 152 General Chemistry II**	5
CHEM 201 Analytical Chemistry I**	5
CHEM 301 Organic Chemistry I	5
CHEM 302 Organic Chemistry II	5
CHEM 350 Biochemistry I	3
CHEM 352 Biochemistry II	3
CHEM 355 Biochemical Techniques	2
CHEM 400 Elementary Physical Chemistry	4

Supporting Requirements	25
BIO 210 Molecular Biology***	4
BIO 305 Genetics***	4
BIO 464 Cell Biology	3
PHYS 151 Elementary College Physics I	5
PHYS 152 Elementary College Physics II	4
MATH 150 Calculus & Analytic Geometry I**	5
Electives****	23-24
Total	124*****

*Required chemistry, biology and mathematics courses satisfy major requirements and 8 hours of General Education requirements.

**See Prerequisites

***Suggested prerequisite BIO 111

****Suggested Electives (CHEM 421, CHEM 427, BIO 231, BIO 301, IET 425; One of: CHEM 297, CHEM 497, CHEM 498, CHEM 499)

*****Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Science in Biochemistry and Biology Forensic Science Option

Major Code BC00

	Semester Hours
General Education Requirements (p. 45) 46-47*	34-35
Chemistry and Biology Requirements	71-73
CHEM 151 General Chemistry I	5
CHEM 152 General Chemistry II	5
CHEM 201 Analytical Chemistry I	5
CHEM 301 Organic Chemistry I	5
CHEM 302 Organic Chemistry II	5
CHEM 350 Biochemistry I	3
CHEM 355 Biochemical Techniques	2
CHEM 400 Elementary Physical Chemistry	4
CHEM 427 Instrumental Analysis	5
BIO 121 Human Anatomy and Physiology I	4
BIO 221 Human Anatomy and Physiology II	5
BIO 210 Molecular Biology	4
BIO 231 General and Medical Microbiology	5
BIO 290 Research and Statistical Methods in Biology	3
BIO 305 Genetics	4
BIO 450	
OR	
CHEM 430 Internship in Biology/Chemistry	4
Select one of the following three:	
BIO 442 Pathogenic Bacteriology	5
BIO 362 Virology	3
BIO 456 Immunology	4
Supporting Requirements	14
MATH 140 College Algebra and Trigonometry	5
PHYS 151 Elementary College Physics I	5
PHYS 152 Elementary College Physics II	4
Electives****	2-5
Total	124****

*Required chemistry, biology and mathematics courses satisfy major requirements and 12 hours of General Education requirements.

***Suggested electives: CHEM 421, CHEM 427, BIO 301; select one: CHEM 297, CHEM 497, CHEM 498 or CHEM 499.

*****Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Science in Education with a Major in Unified Science Chemistry Endorsement **Grades 9-12 Certification**

Major Code ES01

	Semester Hours
General Education Requirements (p. 45) 46-47*	31-32
Chemistry Requirements	26
CHEM 201 Analytical Chemistry I**	5
CHEM 301 Organic Chemistry I**	5
CHEM 302 Organic Chemistry II**	5
CHEM 350 Biochemistry I	3
CHEM 355 Biochemical Techniques	2
CHEM 400 Elementary Physical Chemistry	4
CHEM 496 Problems in Chemistry	2
Supporting Requirements	53
PHIL 420 Philosophy of Science	3
BIO 110 Principles of Biology I	4
BIO 111 Principles of Biology II	4
CHEM 151 General Chemistry I**	5
CHEM 152 General Chemistry II**	5
PHYS 250 General Physics I**	2
PHYS 260 General Physics II**	3
PHYS 290 General Physics III**	4
PHYS 291 General Physics III Lab	1
GEOL 120 Introduction to Geology	4
GEOL 185 Introduction to Meteorology	4
MATH 150 Calculus/Analytic Geometry I**	5
MATH 250 Calculus/Analytic Geometry II**	5
Select one:	4
BIO 312 Environmental Biology	
BIO 402 General Ecology	
BIO 481 Aquatic Ecology	
GEOL 300 Environmental Geology	
Education Certification Requirements (p. 179)	40-41
Total	150-152

*Required chemistry, physics, mathematics, psychology and biology courses satisfy major requirements and 15 hours of General Education requirements.

**See Prerequisites

Bachelor of Science in Education with a Major in Chemistry **Grades K-12 certification** **Plan A One of two teaching fields**

Major Code ES04

	Semester Hours
General Education Requirements (p. 45) 46-47*	31-32
Chemistry Requirements	34
CHEM 151 General Chemistry I	5
CHEM 152 General Chemistry II	5
CHEM 201 Analytical Chemistry I	5
CHEM 301 Organic Chemistry I	5
CHEM 302 Organic Chemistry II	5
CHEM 350 Biochemistry I	3
CHEM 355 Biochemical Techniques	2
CHEM 400 Elementary Physical Chemistry	4
Supporting requirements	21
PHYS 151 Elementary College Physics I	5
MATH 140 Algebra and Trigonometry	5
BIO 110 Principles of Biology	4

GEOL 300 Environmental Geology	4
PHIL 420 Philosophy of Science	3
Education Certification Requirements (p. 179)	41-43
Second Teaching Field (some fields exceed 30 hours)	30
Total	157-160**

*Required chemistry, physics, psychology and mathematics courses satisfy major requirements and 15 hours of General Education requirements.

**Varies with second field.

Bachelor of Science in Education with a Major in Chemistry **Grades 9-12 certification** **Plan B Single teaching field**

Major Code ES04

	Semester Hours
General Education Requirements (p. 45) 46-47*	31-32
Chemistry Requirements	36
CHEM 151 General Chemistry I	5
CHEM 152 General Chemistry II	5
CHEM 201 Analytical Chemistry I	5
CHEM 301 Organic Chemistry I	5
CHEM 302 Organic Chemistry II	5
CHEM 350 Biochemistry I	3
CHEM 355 Biochemical Techniques	2
CHEM 400 Elementary Physical Chemistry	4
CHEM 496 Problems in Chemistry	2
Supporting requirements	31
PHYS 250 General Physics I	2
PHYS 260 General Physics II	3
PHYS 290 General Physics III	4
PHYS 291 General Physics III Lab	1
MATH 150 Calculus with Analytical Geometry I	5
MATH 250 Calculus with Analytical Geometry II	5
BIO 110 Principles of Biology I	4
GEOL 300 Environmental Geology	4
PHIL 420 Philosophy of Science	3
Education Certification Requirements (p. 179)	41-43
Total	139-142

*Required chemistry, physics, mathematics and psychology courses satisfy major requirements and 15 hours of General Education requirements.

Minor in Chemistry

Minor Code CH80

	Semester Hours
CHEM 151 General Chemistry I*	5
CHEM 152 General Chemistry II*	5
CHEM 201 Analytical Chemistry I*	5
CHEM 301 Organic Chemistry I*	5
Total	20

*See Prerequisites

Minor in Advanced Power

Minor Code PH81

	Semester Hours
PHYS 372 Electronic Circuits	4
CHEM 440 Intro to Electrochemistry	3
PHYS 440 Test & Evaluation of Electrochemical Devices	3

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CHEM 442 Design & Modeling of Electrochemical Devices3	
CHEM 444 Materials & Processing	
Methods/Electrochemical Devices4	
CHEM 498 Advanced Topics Electrochemical Devices2-3	
Total	19-20

For additional information contact:

Dr. Marsi E. Archer, Department Head
Office: Reynolds Hall 213
Phone: 417.625.9541
Email: archer-m@mssu.edu

Course Descriptions

CHEM 0120 (F,S) 5 hrs. cr. Chemistry for the Allied Health Sciences

Basic principles and practical applications of general, organic, and biological chemistry. This course satisfies the requirements of certain teacher education and allied health programs. Four lectures and one 3-hour laboratory period per week. Prerequisite: Math 30 or a Math ACT score of 22 or higher.

CHEM 0151 (F,S,Su) 5 hrs. cr. General Chemistry I

Introductions to theories of chemistry with emphasis on the relationship of structure to properties of matter, the changes that occur during chemical reactions and the quantitative aspects of these changes. Four lectures, one 3-hour laboratory per week. Prerequisite or co-requisite: MATH 140 or higher level math course.

CHEM 0152 (F,S,Su) 5 hrs. cr. General Chemistry II

Continuation of Chemistry 151. Emphasis on the dynamics and thermodynamics of chemical processes and on the properties and reactions of analogous groups of cations and anions. Four lectures, one 3-hour laboratory per week. Prerequisites: CHEM 151 with a minimum grade of 'C' or permission of instructor and MATH 140 or higher level math course.

CHEM 0190 (F,S,Su) 1-2 hrs. cr. Laboratory in Chemistry

A lower division laboratory course to be used by students who are transferring chemistry courses without a laboratory to MSSU. This will make the transferred course equivalent to the MSSU course. Class may be repeated for credit as needed.

CHEM 0201 (F) 5 hrs. cr. Analytical Chemistry I

This is the standard first course in quantitative chemical analysis. The lecture and laboratory include the theory and practice of methods of analysis. While the primary emphasis in the first semester is on the interpretation of experimental results, other aspects of the analytical process are introduced. Three lectures, two 3-hour laboratories per week. Prerequisite: CHEM 152.

CHEM 0297 (F,S,Su) 1-3 hrs. cr. Introduction to Research in Chemistry (Writing Intensive)

Introduction to research techniques; laboratory work and literature search under the supervision of an instructor on a chemical research project. Involves laboratory experimentation as well as a written report on a project from

any area of chemistry. Open to students having 1) freshman or sophomore standing, 2) the ability to undertake independent work and 3) permission of the instructor. This class may be taken more than once but only six hours or research classes can count toward graduation requirements. Enrollment must be approved by the adviser and the department head.

CHEM 0298 (Demand) 1-5 hrs. cr. Topics in Chemistry

Designed to give instruction in some area of Chemistry not covered in other courses. For sophomore level science majors. Course may be taken more than once for different topics but only six hours of topics classes may be counted for graduation requirements. Prerequisite: CHEM 201 or permission of instructor.

CHEM 0301 (F,S) 5 hrs. cr. Organic Chemistry I

Principles of organic chemistry including nomenclature, structure, stereochemistry and reactions will be studied by the functional group approach. A brief introduction to organic reaction mechanisms and spectroscopy will be presented. Four lectures and one 3-hour laboratory per week. Prerequisite: CHEM 152 with a grade of 'C' or better.

CHEM 0302 (F,S) 5 hrs. cr. Organic Chemistry II (Writing Intensive)

A continuation of Chemistry 301. Primary emphasis is on more in-depth study of the properties, nomenclature, synthesis, reactions and reaction mechanism of both aliphatic and aromatic compounds that were presented in Chemistry 301. The functional group approach is used. Organic spectroscopy is discussed in detail as related to the identification of functional groups and molecular structure. Four lectures and one 3-hour laboratory per week. Prerequisite: CHEM 301 with a grade of 'C' or better.

CHEM 0310 (S-Odd) 5 hrs. cr. Environmental Organic Chemistry

Principles of organic chemistry including nomenclature, structure, and reactions will be studied by the functional group approach in an environmental context. Principles of environmental chemistry and methods used to analyze environmental samples will also be discussed. Designed for students who require a general knowledge of organic chemistry in their chosen career or as background for other courses in technical or professional training programs. Four lectures, one 3 hour lab per week. Prerequisite: CHEM 152.

CHEM 0350 (F) 3 hrs. cr. Biochemistry I

Fundamental concepts of the chemistry of proteins, carbohydrates, lipids, and nucleic acids with emphasis on physiological aspects of these compounds. The interrelationship of these compounds in living systems will be presented through bioenergetics, reaction pathways, and chemical mechanisms. Three lectures per week. Prerequisite: CHEM 301 with a grade of 'C' or better.

CHEM 0352 (S) 3 hrs. cr. Biochemistry II

Fundamental concepts of the chemistry of proteins, carbohydrates, lipids, and nucleic acids with emphasis on metabolic pathways of these compounds. The interrelationship of these compounds in living systems will be presented through bioenergetics, reaction pathways, regulatory pathways, and chemical mechanisms. Three lectures per week. Prerequisite: CHEM 302 with a grade of 'C' or better and CHEM 351 with a grade of 'C' or better.

CHEM 0355 (S) 2 hrs. cr.
Biochemical Techniques (Writing Intensive)

Fundamental concepts and techniques of the biochemistry laboratory. One 50 minute lecture per week followed by one 3 hour lab. Prerequisite: CHEM 350 with a grade of 'C' or better.

CHEM 0390 (Demand) 1-2 hrs. cr.
Laboratory in Chemistry

An upper division laboratory course to be used by students who are transferring chemistry courses without a laboratory to MSSU. This will make the transferred course equivalent to the MSSU course. Class may be repeated for credit as needed.

CHEM 0400 (S) 4 hrs. cr.
Elementary Physical Chemistry (Writing Intensive)

A macroscopic approach to the understanding of chemical and physical properties of chemical systems is used. The principles of thermodynamics and chemical kinetics, and their application to aqueous solutions, will be emphasized. Solution equilibria, spectroscopy, and transport processes will also be examined. Three lectures, one 3-hour laboratory per week. Prerequisite: CHEM 152 with a 'C' or better and PHYS 152 or PHYS 290 with a grade of "C" or better.

CHEM 0402 (F-Even) 4 hrs. cr.
Physical Chemistry II

In the first part of the course, the focus is a microscopic approach to understanding chemical systems. Quantum theory and molecular spectroscopy are emphasized. Then the microscopic approach (quantum theory) is linked to the macroscopic approach (thermodynamics) using statistical mechanics. Three lectures and one 3-hour laboratory per week. Prerequisite: CHEM 400 with a grade of "C" or better and PHYS 290.

CHEM 0421 (Demand) 5 hrs. cr.
Analytical Chemistry II

A continuation of Chemistry 201. This is a study of the overall analytical process. Lecture and lab deal mainly with electrochemical and spectrophotometric methods of analysis and their application in chemical analysis, but also include other physiochemical and separatory techniques used in modern analytical processes. Three lectures and two 3-hour laboratories per week. Prerequisite: CHEM 201.

CHEM 0422 (S-Even) 4 hrs. cr.
Advanced Inorganic Chemistry

A study of contemporary state of the several bond models in chemistry. A review of the energetics of reactions and coordination theory, followed by the chemistry of the families of the elements in the periodic table. Three lectures and one 3-hour laboratory per week. Prerequisites: CHEM 152 and MATH 250.

CHEM 0427 (S-Odd) 5 hrs. cr.
Instrumental Analysis (Writing Intensive)

Designed to familiarize the student with current instrumentation. The approach is through (1) lectures devoted to a particular type of instrumentation and (2) laboratories designed to give hands-on experience in the working of the instrument. Two lectures and two 3-hour laboratories per week. Prerequisite: 15 hours of chemistry with a grade of 'C' or better.

CHEM 0430 (Demand) 1-3 hrs. cr.
Internship in Chemistry

In conference with departmental representatives at least six weeks in advance, the student shall elect to work and observe in any area of applied

chemistry in which on-the-job experience would be beneficial to the student's training. Prerequisites, Junior standing in Chemistry with a minimum of 20 hours of chemistry or by permission.

CHEM 0431 (F,S,Su) 1-2 hrs. cr.
Chemistry Lab Assistant Practicum

Supervised practical experience in assisting undergraduate students in laboratory techniques in General, Analytical, or Organic Chemistry. A maximum of 2 hours of credit can be applied toward a degree in Chemistry or Biochemistry. Prerequisite: Advanced standing, successful completion of the course the student wishes to be an assistant in, and permission of instructor of class being assisted.

CHEM 0440 (S-Demand) 3 hrs. cr.
Introduction to Electrochemistry

This is a beginning course in electrochemistry with an emphasis on applications to battery technology. Three lectures per week. Prerequisites: CHEM 201, MATH 250.

CHEM 0442 (Demand) 3 hrs. cr.
Design and Modeling of Electrochemical Devices

The design of electrochemical cells and the impact of designs on the overpotential losses in these cells (especially batteries). Matlab modeling will be performed. Prerequisite: CHEM 152.

CHEM 0444 (Demand) 4 hrs. cr.
Materials and Processing Methods for Electrochemical Devices

This course will provide an overview of materials aspects of advanced batteries and battery systems, focusing on electrode materials, separators and electrolytes. Material properties that influence battery performance characteristics, such as capacity, charge and discharge rates will be reviewed from both practical and theoretical perspectives. Current materials challenges that must be met to further improve battery performance will be discussed. Prerequisites: Junior level standing in Engineering Technology, Physics or Chemistry (MSSU) or Science or Engineering (Missouri S&T).

CHEM 0472 (Demand) 4 hrs. cr.
Organic Qualitative Analysis

Systematic identification of organic compounds and mixtures; organic spectroscopy is emphasized. Two lectures and two 3-hour laboratories per week. Prerequisite: CHEM 302.

CHEM 0490 (Demand) 1-3 hrs. cr.
Seminar

For upper division chemistry majors. Content varies, depending on the student's needs, from library research to special topics in chemistry. Prerequisite: Senior standing or permission of department head.

CHEM 0496 (Demand) 2 hrs. cr.
Problems in Chemistry (Writing Intensive)

A practical research class especially designed for students seeking a Bachelor of Science in Education with a major in chemistry. The class involves laboratory work and a literature search under the supervision of an instructor on a chemical research project. Involves lab experimentation as well as a written report on a project from any area of chemistry. Open to students needing a problems course in chemistry to satisfy Missouri Certification Standards for Secondary Teachers in Chemistry. Students must have a minimum of 20 hours of chemistry and permission of the instructor. Enrollment must be approved by the adviser and the department head.

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CHEM 0497 (Demand)

Research in Chemistry

1-3 hrs. cr.

(Writing Intensive)

Independent research techniques; lab work and literature search under the supervision of an instructor on a chemical research project. Involves lab experimentation as well as a written report on a project from any area of chemistry. Open to students having 1) a minimum of 20 hours of chemistry, 2) junior or senior standing, 3) the ability to undertake independent work and 4) permission of the instructor. This course may be taken more than once but only six hours of research classes can count toward graduation requirements. Enrollment must be approved by the adviser and the department head.

CHEM 0498 (Demand)

Advanced Topics in Chemistry

1-5 hrs. cr.

Designed to give advanced instruction in some area of chemistry not covered in other courses. For upper division majors. Course may be taken more than once with different topics but only six hours of topics classes may be counted for graduation requirements. Prerequisites to be determined by department.

CHEM 0499 (F,S)

Independent Study

1-3 hrs. cr.

Independent investigation techniques; includes a paper on a selected topic with both a critical survey of the chemical literature and results from advanced lab experimentation. Open to students having (1) minimum of 15 hrs. of chemistry, (2) ability to undertake independent work and (3) permission of instructor. Enrollment must be approved by adviser, department head and school dean.

COMMUNICATION

Webster Hall 361 • 417.625.9580

Faculty Larson - Head, Bruno, Bryant, Clark, Kim, Livingston, Slavings, Stebbins, Sullivan

Mission

Communication centers on the study of the word - spoken, printed, translated - however transmitted. Study includes a thorough grounding in the conceptual, theoretical and ethical dimensions of discourse, as well as the development of skills and proficiencies in the practical application of communication principles. The goals are to understand human message sending and receiving processes, to evaluate critically language and evidence and to manage effectively the expression of ideas.

Communication studies continue a long and honored tradition. Since the ancient Greeks, the study of rhetoric (the art of effective discourse) has been recognized as a vital pillar of human learning. It formed one of the seven liberal arts of education in medieval Europe. Modern communication studies focus on persuasion, personal development organizational and group dynamics and human relations in a multicultural, multilingual world. Despite technological advances over the centuries, the word remains central to human life.

The faculty is committed to the continual assessment of our programs, to ensure that students develop communication competencies sought by business, industry, government, education and the professions. Communication studies can provide the basis for a productive career and a rewarding personal life.

A major in communication offers an array of career opportunities in such fields as public communication, television, radio, journalism, social media and public relations. In the education process, emphasis is placed on media convergence exemplified by speaking and writing skills as well as gaining technical knowledge related to mass media production and publication. A major in communication is one of the most diversified areas of study available to students who wish to excel in business, industry, government or education at the local, state, national and international levels. Missouri Southern graduates in communication have found successful careers in the media, government, education, public relations positions, hospitals, and state and national associations.

Students pursuing a Bachelor of Arts or Bachelor of Science degree in communication have three options. Option I: Speech Communication examines the role of human communication in social organizational, political and cultural interactions. This option places a balanced focus on the theory and practice of communicating. Special emphasis includes identifying the antecedents of communication, its form and content and its consequences. Option II: Mass Communications offers students the necessary abilities in planning, preparing and producing programs in electronic media and/or designing and writing for journalism. This option emphasizes the technical skills, creativity and demand for understanding target audiences in mass media. Students gain hands-on experience in television, radio and print laboratories. Option III: Public Relations allows a student to develop a specialty focusing on the aspects of promoting and showcasing organizations. Also available is a Bachelor of Science degree in Education with a teaching emphasis in Speech Communication and Theatre.

The Communication Department oversees the operations of KGCS-TV with its digital broadcast station and cable service. The Department also manages KXMS: Fine Arts Radio International, a 24-hour-a-day radio station operated with students and community volunteers. Perhaps the most widely recognized contribution of the Communication Department is *The Chart*, a student-operated newspaper published weekly. *The Chart* has been honored by the Society of Professional Journalists as the best non-daily university newspaper in the nation. Additionally, the Department publishes *Crossroads*, the alumni magazine. Missouri Southern is also headquarters of the ISWNE, the International Society of Weekly Newspaper Editors, a global organization.

Students also have opportunities to participate in other communication-sponsored activities. The Debate and Forensics program offers students the chance to develop their critical thinking skills and to participate in events such as informative, persuasive, Lincoln-Douglas and extemporaneous speaking competitions. Debate and Forensics students may join the forensics honor society of Pi Kappa Delta. Missouri Southern Debate and Forensics has consistently rated in the top ten teams in the nation over the last ten years. Communication majors interested in mass media may join Southern's chapter of the national broadcast fraternity of Alpha Epsilon Rho and participate in its state, regional and national conventions. Public Relations students may join the Public Relations Student Society of America.

Internships and study abroad are also encouraged for communication majors. Internships allow students to gain professional experience in the field they may wish to pursue. Students work under the joint supervision of a faculty member and a representative of the organization providing the intern experience. Study abroad is best exemplified by the International Media Seminar which meets at the American University in Paris, France. Students attend classes and visit newspaper and television businesses in the City of Light.

The communication curriculum acknowledges the diversity and interconnectedness among peoples, promotes an understanding of human values and prepares its students for leadership in a competitive world.

General Education Requirements for all students of the University include COMM 100 Oral Communication.

**Bachelor of Arts with a Major in Communication
Speech Communication**

Major Code CO03

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement:	
Determined by Communication Department	
Foreign Language (four courses in one language)	12
Communications Requirements	47
COMM 100 Oral Communication	3
COMM 101 Introduction to Human Communication	3
COMM 131 Voice and Diction	3
COMM 215 Interpersonal Communication**	3
COMM 300 Organizational Communication**	3
COMM 303 Advanced Public Speaking**	3
COMM 304 Small Group Communication**	3
COMM 411 Political & Social Communication**	3
COMM 420 Mass Communications Theory**	3
COMM 492 Communication Issues**	3
Communication Electives	17
Electives	21-22
Total	124***

*Communications course COMM 100 satisfies three hours of General Education Requirements.

**See Prerequisites

***Must include at least 40 upper-division (300-400 level) hours.

**Bachelor of Arts with a Major in Communication
Mass Communications**

Major Code CO02

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement:	
Determined by Communication Department	
Foreign Language (four courses in one language)	12
Communications Requirements	47
COMM 100 Oral Communication	3
COMM 101 Introduction to Human Communication	3
COMM 111 Newswriting	3
COMM 131 Voice and Diction	3
COMM 215 Interpersonal Communication**	3
COMM 220 Practicum in Communications**	2
(Student must select two different activities.)	
COMM 310 Communication Law	3
COMM 325 Broadcast News Reporting**	3
COMM 330 Advanced Communications Practicum**	1
COMM 420 Mass Communications Theory**	3
COMM 492 Communication Issues**	3
Communication Electives	17
Elective	21-22
Total	124***

*Communications course COMM 100 satisfies three hours of General Education Requirements.

**See Prerequisites

***Must include at least 40 Upper Division (300-400 level) hours.

**Bachelor of Arts with a Major in Communication
Public Relations**

Major Code CO00

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement:	
Determined by Communication Department	
Foreign Language (four courses in one language)	12
Communications Requirements	47
COMM 100 Oral Communication	3
COMM 101 Introduction to Human Communication	3
COMM 111 Newswriting	3
COMM 200 Audio Production for Media**	
OR	
COMM 201 Video Production	3
COMM 215 Interpersonal Communication	3
COMM 310 Communication Law	3
COMM 311 Introduction to Public Relations	3
COMM 325 Broadcast News Reporting**	
OR	
COMM 333 Copy Editing**	3
COMM 340 Research in Communications	3
COMM 355 Case Studies in Public Relations**	3
COMM 455 Writing for Public Relations*	3
COMM 470 New Media Technology**	3
COMM 492 Communications Issues**	3
Communications Electives	8
Electives	21-22
Total	124***

*Communications course COMM 100 satisfies three hours of General Education Requirements.

**See Prerequisites

*** Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Science with a Major in Communication

Students may emphasize Mass Communication option,
Speech Communication option or Public Relations option.

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Communications General Education Requirements	28
COMM 100 Oral Communication*	3
COMM 101 Introduction to Human Communication	3
COMM 215 Interpersonal Communication**	3
COMM 305 Intercultural Communication**	3
COMM 310 Communication Law**	3
COMM 340 Research Methods in Communication**	3
COMM 492 Communication Issues**	3
Select one:	1
COMM 121 Forensics Workshop	
COMM 220 Practicum in Communication	
COMM 321 Advanced Forensic Workshop	
COMM 330 Advanced Practicum	
Select one:	3
COMM 304 Small Group Communication**	
COMM 307 Professional Interviewing**	
COMM 431 Electronic Field Production**	
Select one:	3
COMM 325 Broadcast News Reporting**	
COMM 470 New Media Technology**	

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*Communications course COMM 100 satisfies three hours of General Education Requirements.

**See Prerequisites

Mass Communication Option

Major Code CO06

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Required Communication Courses Total	
(including Communication Core)	49
Communications General Education Requirements	28
COMM 111 Newswriting	3
COMM 220 Practicum in Communication	1
(additional to core)	
COMM 301 Media Management	3
COMM 330 Advanced Practicum	1
(additional to core)	
COMM 420 Mass Communications Theory**	3
Select one:	3
COMM 200 Audio Production for Media**	
COMM 201 Video Production	
COMM 320 Advanced Video Production	
Select one:	3
COMM 333 Media Editing and Design	
COMM 335 Feature Writing	
COMM 350 Sports Writing	
COMM 425 Broadcasting Scriptwriting	
COMM 460 Global Journalism	
Communication Electives (Internship suggested)	4
Electives	31-32
Total	***124

***Must include at least 40 Upper Division (300-400 level) hours.

Speech Communication Option

Major Code CO04

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Required Courses Total (including Communication Core)	53
Communications General Education Requirements	28
COMM 300 Organizational Communication	3
COMM 303 Advanced Public Speaking	3
COMM 401 Nonverbal Communication	3
COMM 405 Advanced Intercultural Communication	3
COMM 411 Political and Social Communication	3
Select one	3
COMM 306 Persuasion	
COMM 308 Gender Communication	
COMM 400 Advanced Organizational Communication	
COMM 462 Communication in Japanese Culture	3
Communication Electives (Internship suggested)	4
Electives	27-28
Total	124***

***Must include at least 40 Upper Division (300-400 level) hours.

Public Relations Option

Major Code CO05

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Required Courses Total (including Communication Core)	59
Communications General Education Requirements	28
COMM 111 Newswriting	3
COMM 311 Introduction to Public Relations	3
COMM 355 Case Studies in Public Relations**	3
COMM 420 Mass Communications Theory**	3
COMM 455 Writing for Public Relations*	3
Select one:	3
COMM 200 Audio Production for Media**	
COMM 201 Video Production	
COMM 320 Advanced Video Production	
Select one:	3
COMM 300 Organizational Communication	
COMM 301 Media Management	
Select one:	3
COMM 333 Copy Editing	
COMM 335 Feature Writing	
COMM 350 Sports Writing	
COMM 425 Broadcasting Scriptwriting	
Select one:	3
COMM 303 Advanced Public Speaking	
COMM 450 Community Journalism	
COMM 460 Global Journalism	
Communication Electives (Internship suggested)	4
Electives	21-22
Total	124***

***Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Science in Education with a Major in Speech Communication and Theatre

Grades 9-12 Certification

Plan B Single Teaching Field

Major Code ES21

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement:	
EDUC 301 Technology in Education	3
Communications Requirements	20
COMM 101 Introduction to Human Communication	3
COMM 215 Interpersonal Communication**	3
COMM 304 Small Group Communication**	3
COMM 315 Argumentation and Debate**	3
Electives in Communications***	8
Theatre Requirements	23
TH 110 Theatre Appreciation	3
TH 121, 122, 221 or 222 Theatre Laboratory	2
TH 142 Theatre Technology	3
TH 212 Oral Interpretation	3
TH 234 Introduction to Theatrical Design	3
TH 241 Acting I (WI)	3
TH 331 History of Theatre (WI)	
OR	
TH 332 History of Theatre (WI)	3
TH 351 Directing**	3

Education Certification Requirements (p. 179) 39-42****	36-39
Total	125-129

*Required course in psychology counts three hours toward General Education Requirements, Area E2.

**See Prerequisites

***Must be approved in advance by the student's adviser who must be selected from either the area of speech communication or theatre.

****Three credit hours are satisfied by EDUC 301.

Minor in Mass Communications

Minor Code CO80

	Semester Hours
COMM 100 Oral Communication	3
COMM 111 Newswriting	3
COMM 310 Communication Law.	3
COMM 420 Mass Communication Theory	3
Upper Division Communication Electives*	9
Total	21

*Electives must be chosen in consultation with a communication department adviser. A student may emphasize either the print or broadcast media.

Minor in Public Relations

Minor Code CO81

	Semester Hours
COMM 100 Oral Communication	3
COMM 111 Newswriting	3
COMM 311 Introduction to Public Relations	3
COMM 355 Case Studies in Public Relations	3
COMM 455 Writing for Public Relations	3
Upper Division Communication Electives*	6
Total	21

*Electives must be chosen in consultation with a communication department adviser.

Minor in Speech Communication

Minor Code CO82

	Semester Hours
COMM 100 Oral Communication	3
COMM 101 Introduction to Human Communication	3
COMM 215 Interpersonal Communication	3
COMM 303 Advanced Public Speaking	3
Upper Division Communication Electives*	9
Total	21

*Electives must be chosen in consultation with a communication department adviser.

Minor in Multimedia with Communication emphasis

Minor Code MM84

	Semester Hours
Required	12
MM 405 Internet Marketing	3
CIS 110 Programming I	3
ART 101 Two Dimensional Design	3
COMM 101 Introduction to Human Communication	3
For Communication emphasis (Choose two*)	6
COMM 200 Audio Production for Media	3
COMM 311 Introduction to Public Relations	3

COMM 470 New Media Technology	3
Total for Minor (Multimedia)	18

*Other courses may be substituted with permission of advisor.

For additional information contact:

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Email: larson-k@mssu.edu

Course Descriptions

COMM 0100 (F,S,Su) 3 hrs. cr. Oral Communication

Principles of oral communication, including speaking and listening competencies and skills. Primary emphasis is on presenting various types of speeches and improving listening ability. Research organization, reasoning, language and evaluation skill development are included. Three contact hrs. per week. (Required of all degree candidates.)

COMM 0101 (F,S) 3 hrs. cr. Introduction to Human Communication

An introductory survey of the field of communication, exploring theoretical and research foundations. Included are discussions of language and verbal interaction and nonverbal communication. Contexts of communication are covered: interpersonal, group and organizational, public, intercultural and mass. Also covered will be career opportunities for students who choose a major or minor in communication.

COMM 0111 (F,S) 3 hrs. cr. Newswriting

Development of techniques in reporting and writing for a newspaper. Work on the college newspaper, *The Chart*, is required. Prerequisite: English 80 or completion or concurrent enrollment in English 101 or above or permission of instructor.

COMM 0121 (F,S) 1 hr. cr. Forensics Workshop

A practicum in forensics, including research, traveling to competitions, organization and presentation of the current debate proposition along with development and presentation of individual events. May be repeated for a maximum of four hours of credit.

COMM 0131 (F) 3 hrs. cr. Voice and Diction

Techniques for improving the speaking voice. Attention to voice production, phonetics, pronunciation and vocal expressiveness.

COMM 0200 (S) 3 hrs. cr. Audio Production for Media

Principles and techniques of sound pickup and audio control. Basic techniques of microphone use, control board operation and recording. Projects are taped for analysis and critique. Two hours lecture, two hours lab per week. Prerequisite: COMM 131.

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COMM 0201 (F) 3 hrs. cr.
Video Production

Intensive practice in preparation and production of television programs. Camera techniques, floor setups and direction of crews and talent. Interviewing techniques. Development of varied on-the-air skills. Two hours lecture, two hours lab per week.

COMM 0205 (S,Even) 3 hrs. cr.
Active Listening and Strategic Negotiations

A study of the role listening plays in our daily lives and our negotiations with others personally and professionally. Emphasis on the listening and negotiation process, types of listening and negotiation skills, response strategies, and what our listening behaviors communicate to others. Intensive practice for those who recognize the importance of genuine listening and wish to acquire proficient listening abilities to achieve the best conflict resolution through negotiation.

COMM 0215 (F,S) 3 hrs. cr.
Interpersonal Communication (Writing Intensive)

Person-to-person communication with emphasis on dyadic and group communication. Lecture, reading and discussion with class experiments designed to illustrate interpersonal communication problems. Prerequisite: COMM 100.

COMM 0220 (F,S,Su) 1 hr. cr.
Practicum in Communications

Laboratory experience on the staff of the University newspaper, yearbook or broadcast media. Students will participate fully in the work of the media, working under the supervision of faculty members. A minimum of five hours per week is required. One hour of credit each term for a maximum of three terms. Prerequisite: for *The Chart* or *Crossroads*, COMM 111; for KXMS, COMM 200; for TV, COMM 201.

COMM 0245 (F,S,Su) 2 hrs. cr.
Media Career Exploration

Work experience to explore various media in areas related to professional goals in communication and as a stepping stone to a possible internship. Students will work a minimum of 8 hours a week for a newspaper, radio or TV station or in a media capacity for a business firm organization or institution. Students must be approved for the program before enrolling and must apply before the end of one semester for the following semester. Students will work under the supervision of a faculty member and a person at the media company or organization. Students will present a portfolio or demonstration tape at the conclusion of the course, for evaluation of a final grade. Students may repeat the course for a maximum of 4 hours of credit, but each 2 hour course must focus on different media or have different media responsibilities. Prerequisite: Declared communications major with a minimum of 30 semester hours; approval of adviser.

COMM 0298 (Demand) 1-8 hrs. cr.
Topics in Communications

Topics not normally included in another course. Prerequisites are determined by the department and stipulated in syllabus.

COMM 0300 (F) 3 hrs. cr.
Organizational Communication

The interface between communication theory and organizational structure. Emphasis upon communication problems in organizations, strategies for overcoming such problems and the design of effective communication systems in organizational settings. Prerequisites: COMM 101 and 215.

COMM 0301 (S) 3 hrs. cr.
Media Management

Concepts for managing media organizations, including leadership, motivating employees, community involvement, legal aspects, ethics, audience targeting, policy determination, media organizational patterns, marketing, ownership influences, planning and decision making. Prerequisite: COMM 111.

COMM 0302 (F) 3 hrs. cr.
Photocommunications I

Theory and practice of communication through the medium of photography. Students deal with the application of photography to the mass media.

COMM 0303 (S) 3 hrs. cr.
Advanced Public Speaking

Performance-based experiences to promote proficiency in the presentation and criticism of oratory. Emphasis on refining the art of informative and argumentative speechmaking. Prerequisite: COMM 100.

COMM 0304 (F) 3 hrs. cr.
Small Group Communication (Writing Intensive)

Small group context of interpersonal communication emphasizing group behavior and human relations. Specific units include group problem solving, decision making and leadership style. Prerequisite: COMM 100 and ENG 102 or above or permission of instructor.

COMM 0305 (F,S,Su) 3 hrs. cr.
Intercultural Communication (Writing Intensive)

Analysis of variables influencing communication among peoples from different cultures. Emphasis on developing interpersonal skills needed in multicultural encounters. Prerequisite: COMM 100 and ENG 102 or above or permission of instructor. Cross-listed as HS 305.

COMM 0306 (S-Odd) 3 hrs. cr.
Persuasion

A theoretical examination of the principles of influencing individuals and groups, a history of rhetoric and modern application of these principles to various areas of social interaction. Prerequisite: COMM 100.

COMM 0307 (F-Odd) 3 hrs. cr.
Professional Interviewing

Designed to prepare students for professional fields which require information-seeking and -gathering, decision-making, interaction skills and self-expression. The students will participate in a variety of simulated and actual interviewing situations as both an interviewer and interviewee. Prerequisite: COMM 100.

COMM 0308 (Demand) 3 hrs. cr.
Gender Communication

The pragmatics of gender-related communication refers to the study of the embedded contexts of male-female symbolic interaction. This introduction to the field of gender communication will look at interpersonal organizational and cultural contexts. Prerequisite: COMM 100.

COMM 309 (Demand) 3 hrs. cr.
World Cinema

This course introduces you to the close analysis, cultural interpretation and global diversity of film as an artistic, social and industrial medium. It will explore some of the major currents in filmmaking from around the globe through various directors and film movements.

COMM 0310 (F,S) 3 hrs. cr.
Communication Law

Statutes, administrative regulations and court decisions affecting freedom of information, censorship, libel, privacy, contempt of court, obscenity, legal access, copyright, advertising and broadcasting. Rights, privileges and obligations of the press. Prerequisite: COMM 100.

COMM 0311 (F,S) 3 hrs. cr.
Introduction to Public Relations

Nature and scope of public relations and its relationship to interpersonal and interdisciplinary conduct. Basic elements of public relations including planning, special events, speeches, news releases, annual reports, financial reporting, visual and electronic media techniques. Prerequisite: COMM 111.

COMM 0315 (F-Even) 3 hrs. cr.
Argumentation and Debate

The theory of the modern forms of evidence, evaluations, arguments, methods of refutation and ethical relationships of these methods in a free society. Electronic tournament administration software is used. (Meets certification requirements for secondary education.) Prerequisite: COMM 100.

COMM 0320 (S) 3 hrs. cr.
Advanced Video Production

Focuses on the elements of producing and directing video programs. Students spend laboratory time learning techniques of producing programs for the University's television station. One hour lecture, four hours lab each week. Prerequisite: COMM 201.

COMM 0321 (F,S) 1 hr. cr.
Forensics Workshop

Advanced practicum in the area of forensics, including research, traveling to competitions, organization and presentation of the current debate proposition along with development and presentation of individual events. May be repeated for a maximum of four hours of credit. Prerequisites: Junior or senior standing and COMM 121.

COMM 0325 (F,S,Su) 3 hrs. cr.
Broadcast News Reporting *(Writing Intensive)*

Experience in writing and reporting news for broadcast. Interview assignments, wire rewriting and actualities. Computer laboratory experience. Prerequisite: COMM 111.

COMM 0330 (F,S,Su) 1 hr. cr.
Advanced Communications Practicum

Intensive laboratory experience on the staff of the University newspaper, magazine, broadcast media or on special communications projects. Students will work for a minimum of five hours per week in positions of major responsibilities. May be repeated for a maximum of six hours of credit. Prerequisites: Junior or senior standing; media courses to prepare student adequately for work expected; COMM 220 or permission. For TV: COMM 320 Advanced Video Production or COMM 431 Electronic Field Production, for Crossroads: COMM 335 Feature Writing.

COMM 0331 (F,S,Su) 2 hrs. cr.
Advanced Newspaper Practicum

Intensive lab experience with opportunities for major leadership position on the staff of the University newspaper. Students will participate fully in the publication of the newspaper working under the supervision of a faculty member. One class session plus a minimum of ten working hours per week are required. Attendance at a weekly newspaper staff meeting also is required. Two hours of credit each term for a maximum of two terms. Prerequisites: COMM 220 and 330.

COMM 0333 (S) 3 hrs. cr.
Media Editing and Design

An examination of the editor's role and the editing process for print and online news media. Emphasis on spelling, grammar, the Associated Press Stylebook, editing for accuracy and fairness, coaching writers, writing headlines, and designing for print and online. Prerequisite: COMM 111 or permission of instructor.

COMM 0335 (F-Odd) 3 hrs. cr.
Feature Writing

Finding and writing newspaper features and magazine articles, including profiles, columns, reviews, investigative pieces, travel stories and history articles. A focus on developing and selling story ideas. Work on the University newspaper, The Chart, and the alumni magazine Crossroads is required. Prerequisite: COMM 111 or consent of instructor.

COMM 0340 (F,S) 3 hrs. cr.
Research Methods in Communication

An introduction into the process of research in communications. Using a variety of research approaches to look at different communication artifacts, classroom focus is on the finding, nature and evaluation of research. Research methods process is applied to popular communication artifacts. Senior standing or permission of instructor required.

COMM 0345 (F,S,Su) 1-8 hrs. cr.
Internship in Communications

Off-campus work experience in areas related to professional goals of students. For advanced majors in communications. Students must be approved for the program prior to enrolling. Application must be made during the first half of one semester for the following semester. In all internships students work under joint supervision of a faculty member and a representative of the organization providing the intern experience. Students may repeat the course to a maximum of 8 hrs. of credit. Prerequisite: Communications major with a minimum of 85 semester hrs.; approval of department head prior to enrolling. Some internships may have other specific prerequisites. Guidelines are available in the department's offices and must be followed.

COMM 0350 (Demand) 3 hrs. cr.
Sports Writing

The fundamental principles of reporting and interpreting sports, improving writing and editing skills for game coverage and feature stories and further developing and refining those skills necessary for success in the field. Prerequisite: COMM 111.

COMM 0355 (S) 3 hrs. cr.
Case Studies Public Relations

Analysis of public relations practices, including planning, communication, evaluation; management responsibilities. Prerequisite: COMM 311.

COMM 0360 (Demand) 3 hrs. cr.
Visual Communication: Images With Messages

An examination of visual modes of communication. Topics will include the basic elements of visual messages, the relation of visual communication to language and the place of images in everyday life. This course is a direct result of the new age in communications initiated and promoted by computer technology. Junior or Senior status or permission of instructor.

COMM 0380 (Demand) 2 hrs. cr.
International Media Seminar

An extensive look at the world of international media through the experiences of renowned speakers and discussion leaders. Student will spend a week in Paris, France, attending seminars and conferences and meeting foreign cor-

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respondents, syndicated columnists, newspaper editors, television producers and diplomats. Students must pay for travel and seminar expenses, with specific details available prior to enrollment.

COMM 0400 (Demand) 3 hrs. cr.

Advanced Organizational Communication

The application of communication theory within the organizational structure is the thrust of the course. Particular attention is focused on analysis and diagnostic capabilities. Communication training and development within an organizational setting is emphasized. Prerequisite: COMM 300.

COMM 0401 (S) 3 hrs. cr.

Nonverbal Communication

Study types and effects of various nonverbal communication behaviors and develop competencies and skills in applying the study to selected perspectives. Original research as well as published research will be emphasized. Prerequisite: COMM 100.

COMM 0402 (S) 3 hrs. cr.

Photocommunications II

Advanced theory and practice of communication through the medium of photography. Students work on the application of photography to the mass media. The use of computer programs and visual manipulation of images is a component of the course. Persuasion, nonverbal communication, public communication and interpersonal communication will be used to create a portfolio of journalistic photographs that offer a visual narrative to the viewer. Prerequisite: Photocommunications I or consent of the instructor.

COMM 0405 (S-Odd) 3 hrs. cr.

Advanced Intercultural Communication

(Writing Intensive)

An in-depth analysis of variables which influence communication among peoples from different cultures. It will be an application of the intercultural theories and principles learned in the basic Intercultural Communication course. This in-depth analysis of seven cultures, Northern Ireland, American Indians, Germany, China, Japan, India and the Amish subculture in North America, from a communication perspective will utilize the case study method. Prerequisite: COMM 305 or permission of instructor.

COMM 0411 (F) 3 hrs. cr.

Political and Social Communication

Critical analysis of speakers and speeches selected to present the characteristic ideas of leading social and political developments in national and international affairs; includes lecture, reading and discussion. Prerequisites: COMM 100 and junior or senior standing.

COMM 0420 (F,S) 3 hrs. cr.

Mass Communications Theory

Explores the various theories which have been applied to understanding the effects of the mass media. Students will learn the various paradigms which have been applied in attempting to predict media performance, reliability and impact. Prerequisite: COMM 100 plus 3 hours of communication courses.

COMM 0425 (Demand) 3 hrs. cr.

Broadcast Scriptwriting

Methods, style and techniques for preparing scripts for various types of radio and television programs and announcements. Using the computer for typing scripts. Emphasis on promotion commercials, public service announcements, partially scripted and fully-scripted program formats, such as public affairs programs, variety shows, game shows, the documentary and drama. Prerequisites: COMM 111 and 200 or 201 or 325.

COMM 0430 (Demand) 3 hrs. cr.

Advanced Broadcast News Reporting

Theory and practice of producing a regularly scheduled television newscast. Study, criticism and evaluation of broadcast journalism. Six laboratory hours plus one staff meeting per week. Course may be repeated for a maximum of six hours. Prerequisite: COMM 325.

COMM 0431 (F) 3 hrs. cr.

Electronic Field Production

Planning, designing and executing electronic field productions. This course is designed to build aesthetic awareness and the technical skills necessary to conceive and develop an idea and communicate that idea to others. Two hours of lecture and two hours of laboratory weekly. Prerequisite: COMM 101.

COMM 0433 (F) 3 hrs. cr.

Advanced Media Editing and Design

Application of the editor's role in design for print and online media with attention to design principles for complex layouts, while incorporating news value, proper spelling and grammar, and Associated Press style. Prerequisite: COMM 333 or permission of department head.

COMM 0450 (Demand) 3 hrs. cr.

Community Journalism

Examining the nature and role of community journalism in an urbanized society is the thrust of the study. It relies heavily on the expertise of community journalism practitioners as resources of information and research. Experience with small daily and weekly newspapers will be the foundation for developing skills in community journalism. Prerequisite: COMM 111.

COMM 0455 (F) 3 hrs. cr.

Writing for Public Relations

Study, analysis and practice in writing for public relations media or for public relations use by media. Includes writing news, publicity and feature stories as well as effective letter writing, newsletters and brochures. Prerequisite: COMM 311.

COMM 0460 (Demand) 3 hrs. cr.

Global Journalism

Structures, processes and functions of newspapers around the world. Encompasses such issues as the use of print media between and within nations, censorship and repression, news coverage of war and U.S. news coverage of international affairs. Prerequisite: COMM 111.

COMM 0462 (S-Even) 3 hrs. cr.

Communication in Japanese Culture (Writing Intensive)

This advanced course is an in-depth analysis of variables which influence communication in Japanese culture. From a communication perspective the primary areas to be covered are Japanese communication, unique perspective and literature based family values, business, education, nature (Zen tradition.) Prerequisite: COMM 305 or permission of instructor.

COMM 0470 (F) 3 hrs. cr.

New Media Technology

Exploration of developed and developing technologies likely to shape the future of electronic media. New uses of older technologies. Historical development, regulation and audience effects of these technologies. Students will become aware of critical controversies and projected future developments of technology. Prerequisite: Junior standing.

COMM 0492 (S) 3 hrs. cr.
Communication Issues

Required of all communications majors. Synthesizes information obtained from previous coursework. Students are presented with current issues of concern from communications fields and are asked to present possible scenarios for their resolution. Prerequisite: Senior standing, plus 15 hrs. in communications.

COMM 0498 (Demand) 1-8 hrs. cr.
Advanced Topics in Communication

For upper-division students. Topics to be announced each time the course is offered.

COMM 0499 (F,S,Su) 1-3 hrs. cr.
Independent Study in Speech, Mass Communications or Public Relations

Individually directed study in selected areas for advanced majors in communications. Projects require an individually tailored independent study syllabus structured by the advisor and must be approved by the department head and school dean prior to enrollment. Prerequisite: Must have completed 90 hrs. with a cumulative GPA of 3.0 and have completed 15 hrs. of communications.

ENGLISH & PHILOSOPHY

Kuhn Hall • 417.625.9377

Faculty Ackiss-Head, B. Brown, J.R. Brown, Cansler, Dworkin, Fogerty, Greenlee, Howarth, Kumbier, McSpadden, Murphy, Rodgers, Simpson, Tiwari, Toliver

Mission

The Department of English and Philosophy provides students with General Education Requirements courses in composition and literature. These courses emphasize writing and analytical skills and cultivate an appreciation of literature in all its variety. The department also offers several majors tracks in English leading to the Bachelor of Arts and Bachelor of Science in Education degrees. Additionally, the department offers training and experiences that help fulfill the University's international mission.

The Bachelor of Arts in English provides an excellent preparation for graduates who plan to enter business and industry, who plan to pursue graduate studies in English and who plan to enter professional schools such as law and medicine. Graduates of this program are employed in such widely diverse occupations as human resources, advertising, publishing, sales management, law, mass communications and college teaching. English majors develop strong skills in writing organization and creativity and they develop a perception of and appreciation for the human values that grow out of the study of literature. Such skills equip English majors for success in the many different fields of employment described above and more.

The Bachelor of Arts English major at Missouri Southern comprises two major tracks. The literary studies emphasis focuses on the traditional study of literature, preparing the student for advanced study of English in graduate school, for law school and for a variety of careers in which understanding of human nature, critical thinking and oral and written communication skills are valued. The two writing emphases prepare the student for more specialized careers involving writing in the workplace—such as public relations, copy writing and editing, technical writing and desktop publishing—and creative writing. Both tracks require a senior capstone experience: a Senior Seminar (ENG 495) in the literary studies track or one or two internships (ENG 491) in the writing emphases. These internships furnish the students with practical experience using writing and research skills in a workplace environment.

The Bachelor of Science in Education English degree prepares students who wish to teach English/Language Arts at the secondary level (grades 9-12). The English BSE program is accredited by the National Council on Accreditation of Teacher Education (NCATE) and the Missouri Department of Elementary and Secondary Education (DESE), following the guidelines for teacher preparation of both of these organizations. Taking a prescribed set of courses in Teacher Education and in English, candidates for this degree may choose to certify to teach English as a single field (Plan B) or English plus another field (Plan A). Students who wish to certify to teach English/Language Arts in the middle school should consult the Teacher Education Program information on page 179.

The English and Philosophy Department also offers an English minor with a choice of two emphases. The first, a minor in English with an emphasis in literature, is a traditional English minor that allows students to deepen their knowledge of literature and writing. The minor in English with a writing emphasis is designed to develop students' writing skills and to provide them with a way to present their accomplishments to prospective employers and graduate schools. Students who wish to minor in English will arrange a coherent sequence of courses in consultation with the departmental adviser for minors. Students should choose courses on the basis of their backgrounds, their major programs and, above all, their interests.

The department offers its majors and other students opportunities to use their talents and pursue their interests through Sigma Tau Delta, our department's chapter of the national honors society, or through *bordertown*, our student-run annual magazine dedicated to publishing the creative writing of MSSU students.

General Education Requirements in Humanities and Fine Arts can be met with the courses listed on page 49 under Area F. English 101 is a prerequisite to all English courses except English 80 and 111. English 102 or 111 is a prerequisite to all 300-400 level English courses and to all writing-intensive courses in the university. The department urges all students to complete English 101 and 102 in their first two semesters.

Bachelor of Arts with a Major in English
Literary Studies Emphasis

Major Code EN03

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Foreign Language (four courses in one language)	12
English Requirements.	42**
Foundations of English Study	
ENG 202 Writing & Research in English	3
Study of the English Language	
ENG 301 Introduction to English Linguistics	
OR	
ENG 400 History of the English Language	3
Advanced Writing:	
One course from ENG 216, 310, 312, 313 OR 315.	3
Literature Core (level 200 and above, distributed as below):	
Any courses in British Literature	6
Any courses in American Literature.	6
Any course in World Literature	3
Capstone Course	
ENG 495 Senior Seminar	3
English Electives	
English Electives (beyond College Composition)	15
Electives	26-27
Total	124***

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*The literature survey course listed under Area F on page 49 satisfies both three of the 46-47 hours required for general education and three of the 15 hours of literature core or English electives required for the major.

**Must be beyond college composition and include at least 12 hours at the 300-400 level. English 325, Children's Literature, does not count toward the English major. The student also will need to satisfy the computer literacy requirement as determined by the English department.

***Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Arts with a Major in English Professional/Technical Writing Emphasis

Major Code EN04

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Foreign Language (four courses in one language)	12
English Requirements.	42**
Foundations of English Study	
ENG 202 Writing and Research in English	3
Study of the English Language	
ENG 301 Introduction to English Linguistics	
OR	
ENG 400 History of the English Language	3
Post-Freshman Composition Writing	
One course from ENG 216 or 315.	3
Professional/Technical Writing	
ENG 310 Professional Writing	3
ENG 312 Advanced Professional Writing	3
ENG 313 Technical Writing	3
Coursework in Related Disciplines	
COMM 300, 305 or 360	3
Literature Core	
Minimum of 3 courses chosen from	
ENG 261, 262, 271, 272, 281, 282.	9
Internship with Portfolio (12)	
ENG 491 Internship in English.	3-6
English Electives	
English Electives (beyond College Composition)	6-9
Electives	26-27
Total	124***

*The literature survey course listed under Area F on page 49 satisfies both three of the 46-47 hours required for general education and three of the 33 hours of English electives required for the major.

**Must be beyond college composition and include at least 12 hours at the 300-400 level. English 325, Children's Literature, does not count toward the English major. The student also will need to satisfy the computer literacy requirement as determined by the English department.

***Must include at least 40 Upper Division (300 - 400 level) hours.

Bachelor of Arts with a Major in English Creative Writing Emphasis

Major Code EN01

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Foreign Language (four courses in one language)	12
English Requirements.	42**
Foundations of English Study	
ENG 202 Writing and Research in English	3

Study of the English Language

ENG 301	Introduction to English Linguistics	
OR		
ENG 400	History of the English Language	3

Post-Freshman Composition Writing

ENG 310	Professional Writing	
OR		
ENG 312	Advanced Professional Writing	
OR		
ENG 315	Advanced Essay Writing	3
Creative Writing		
ENG 216	Introduction to Creative Writing	3
ENG 316	Creative Writing: Poetry	3
ENG 317	Creative Writing: Fiction	3

Literature Core

Minimum of 3 courses chosen from	
ENG 261, 262, 271, 272, 281, 282	9

Internship with Portfolio and Electives (15)

ENG 491	Internship in English.	3-6
English Electives (beyond College Composition)		9-12

Electives	26-27
Total	124***

* The literature survey course listed under Area F on page 49 satisfies both three of the 46-47 hours required for general education and three of the 33 hours of English electives required for the major.

**Must be beyond college composition and include at least 12 hours at the 300-400 level. English 325, Children's Literature, does not count toward the English major. The student also will need to satisfy the computer literacy requirement as determined by the English department.

***Must include at least 40 Upper Division (300 - 400 level) hours.

Bachelor of Science in Education with a Major in English Grades 9-12 Certification

Major Code ES12

Plan A One of Two Teaching Fields

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement	
EDUC 301 Technology in Education	3
English Requirements.	33
Study of the English Language	
ENG 301 Introduction to English Linguistics	3
ENG 400 History of the English Language	3
Teaching of Writing	
ENG 319 Teaching Writing.	3
Young Adult Literature	
ENG 330 Young Adult Literature	3
Advanced Writing	
ENG 216 Creative Writing	
OR	
ENG 310 Professional Writing	
OR	
ENG 313 Technical Writing	
OR	
ENG 315 Advanced Essay Writing	3
Foundations of English Study	
ENG 202 Writing and Research in English	3
Literature Core	
Any courses in British Literature	6

Any courses in American Literature.	6
Any course in World Literature.	3
Education Certification Requirements (p. 179) 39-42	36-39
Second Teaching Field (some fields exceed 30 hours)	30
Total	145-149

*Three hours of literature from Area F plus the required Psychology 100 satisfy general education requirements.

**Bachelor of Science in Education
with a Major in English
Grades 9-12 Certification**
Major Code ES12
Plan B Single Teaching Field

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement	
EDUC 301 Technology in Education	3
English Requirements	42
Study of the English Language	
ENG 301 Introduction to English Linguistics	3
ENG 400 History of the English Language	3
Teaching of Writing	
ENG 319 Teaching Writing	3
Young Adult Literature	
ENG 330 Young Adult Literature	3
Advanced Writing	
ENG 216 Creative Writing	
OR	
ENG 310 Professional Writing	
OR	
ENG 313 Technical Writing	
OR	
ENG 315 Advanced Essay Writing	3
Foundations of English Study	
ENG 202 Writing and Research in English	3
Literature Core	
Any courses in British Literature	6
Any courses in American Literature.	6
Any course in World Literature.	3
English Electives	
English Electives (beyond College Composition)	9
Education Certification Requirements (p. 179) 39-42	36-39
Total	124-128

*Three hours of literature from Area F plus the required Psychology 100 satisfy general education requirements.

Minor in English
(Literature Emphasis)
Minor Code EN80

	Semester Hours
Advanced Writing	3
ENG 216 Creative Writing (3)	
OR	
ENG 310 Professional Writing (3)	
OR	
ENG 312 Advanced Professional Writing (3)	
OR	
ENG 313 Technical Writing (3)	

OR	
ENG 315 Advanced Essay Writing (3)	
Literature	9
Literature courses at the 300-400 level	
English Electives	9
English Electives (beyond College Composition)	
Total	21*

*Should be chosen in consultation with an adviser in the English & Philosophy department.

Minor in English
(Writing Emphasis)
Minor Code EN81

	Semester Hours
A: Six hours of College Composition	
ENG 101 College Composition I	(3)
AND	
ENG 102 College Composition II	(3)
OR	
ENG 111 Advanced College Composition	(6)
B: Twelve hours from the following:	
ENG 216 Creative Writing	(3)
ENG 310 Professional Writing	(3)
ENG 312 Advanced Professional Writing	(3)
ENG 313 Technical Writing	(3)
ENG 315 Advanced Essay Writing	(3)
ENG 316 Creative Writing: Poetry	(3)
ENG 317 Creative Writing: Fiction	(3)
	12

C: Three hours in a 300-400 level writing intensive course in the student's major	3
Total	21

For additional information contact:

Dr. David L. Ackiss
Office: Kuhn Hall 203
Phone: 417.625.9377, FAX: 417.625.3193
Email: ackiss-d@mssu.edu

Course Descriptions

ENG 0080 (F,S) 3 hrs. cr.
Basic Composition

Offered through the Learning Center, for students with an English ACT score of 16 or less or a Writing Placement Exam (WPE) score which indicates a need for developmental composition. Students will write at least six major papers with special attention given to mechanics, grammar, syntax, paragraphing and organization. No credit toward baccalaureate degree.

ENG 0101 (F,S,Su) 3 hrs. cr.
College Composition I (Writing Intensive)

An introduction to the principles of college-level writing and critical thinking. Students will write a number of essays for a variety of purposes and audiences. Successful completion of the course permits the student to enroll in English 102. Students demonstrating exceptional ability as indicated by Writing Placement scores may take English 111.

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ENG 0102 (F,S,Su) 3 hrs. cr.
College Composition II *(Writing Intensive)*

Continued development of writing skills. Emphasizes writing from sources. Initiation, development and completion of a research paper. Prerequisite: English 101.

ENG 0111 (F) 3 hrs. cr.
Advanced College Composition *(Writing Intensive)*

For students whose Writing Placement scores demonstrate exceptional proficiency. With a grade of 'C' or better in English 111, a student also automatically receives three hrs. credit for English 101, thereby satisfying the six hour composition requirement. Students receiving a 'D' in English 111 must take English 102.

ENG 0202 (F,S) 3 hrs. cr.
Writing and Research in English *(Writing Intensive)*

A required gateway course for English BA and BSE majors. An introduction to the aims and methods of writing and research in the discipline. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0216 (F) 3 hrs. cr.
Creative Writing *(Writing Intensive)*

Writing of prose, poetry and drama. A study of the writer's roles and technical approaches to literature in order to develop creative writing skills. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0250 (F,S) 3 hrs. cr.
Introduction to Literature

An introduction to literary analysis and the major literary genres, including the examination of literary themes and techniques common in fiction, poetry, and drama. Prerequisite: ENG 101, or ENG 111. (Meets Area F.2 General Education requirement.)

ENG 0261 (F,S) 3 hrs. cr.
World Literature I

Selected literature from the ancient world through the Renaissance, excluding British and American literature. Option for satisfying Area F General Education requirement. Prerequisite: ENG 101 or ENG 111.

ENG 0262 (F,S) 3 hrs. cr.
World Literature II

Selected literature from the Renaissance to the present, excluding British and American literature. Option for satisfying Area F General Education requirement. Prerequisite: ENG 101 or ENG 111.

ENG 0271 (F,S) 3 hrs. cr.
British Literature I

Survey of British literature from its beginnings through the eighteenth century. Option for satisfying Area F General Education requirement. Prerequisite: ENG 101 or ENG 111. (Can be taught as WI)

ENG 0272 (F,S) 3 hrs. cr.
British Literature II

Survey of British literature from the Romantic Movement to the present. Option for satisfying Area F General Education requirement. Prerequisite: ENG 101 or ENG 111.

ENG 0281 (F,S) 3 hrs. cr.
American Literature I

A survey of American literature from its beginning to the Civil War. Option for satisfying Area F General Education requirement. Prerequisite: ENG 101 or ENG 111.

ENG 0282 (F,S) 3 hrs. cr.
American Literature II

A survey of American literature from the Civil War to the present. Option for satisfying Area F General Education requirement. Prerequisite: ENG 101 or ENG 111.

ENG 0298 (Demand) 1-3 hrs. cr.
Topics in English

Studies in a variety of areas not covered in regular courses. Topic open. Prerequisite: ENG 101 or 111.

ENG 0301 (F) 3 hrs. cr.
Introduction to English Linguistics

The scientific study of the English language, from ca. 1960 to the present, covering such topics as phonology, morphology, syntax, language acquisition, regional and social variation and usage. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0305 (F,S) 3 hrs. cr.
The Short Story

An in-depth study of the short story with representative writers from throughout the world. Option for satisfying Area F General Education requirement. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0307 (F) 3 hrs. cr.
Film Perspectives

Study of film as a narrative medium, with emphasis on understanding the elements of film and analyzing films from a variety of perspectives. Prerequisites: ENG 101 and ENG 102 or ENG 111.

ENG 0310 (F) 3 hrs. cr.
Professional Writing *(Writing Intensive)*

An advanced course focused on the writing demands of professional occupations. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0312 (S) 3 hrs. cr.
Advanced Professional Writing *(Writing Intensive)*

A continuation of ENG 310, this course covers the types of on-demand writing done by professional and technical writers. The course includes job search and self-promotion strategies required of such writers. Emphasis is on writing with technology. Coursework will include writing for websites and other media, analyses of professional models and compiling a professional writing portfolio. Prerequisites: ENG 101 and ENG 102 or ENG 111; and ENG 310 or permission of instructor.

ENG 0313 (S) 3 hrs. cr.
Technical Writing *(Writing Intensive)*

An advanced course focused on the practical demands of on-the-job writing, designed primarily for upper-level students preparing for careers in science, technology or social science. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0315 (S) 3 hrs. cr.
Advanced Essay Writing (Writing Intensive)

An advanced course in the principles of prose style, focusing on the academic essay. Recommended for all students, especially those entering the professions or aspiring to become writers. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0316 (S-Odd) 3 hrs. cr.
Creative Writing: Poetry (Writing Intensive)

An advanced course in the writing of poetry, including analysis and emulation of professional models and workshop editing of original student writings. Prerequisite: ENG 101 and 102 or ENG 111 and ENG 216 or permission of instructor.

ENG 0317 (S-Even) 3 hrs. cr.
Creative Writing: Fiction (Writing Intensive)

An advanced course in the writing of fiction, including analysis and emulation of professional models and workshop editing of original student writings. Prerequisite: ENG 101 and 102 or ENG 111 and ENG 216 or permission of instructor.

ENG 0319 (F) 3 hrs. cr.
Teaching Writing in the Middle and Secondary School (Writing Intensive)

For prospective teachers of English. Composition theory and pedagogy. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0325 (F,S) 3 hrs. cr.
Children's Literature (Writing Intensive)

A reading, lecture and observation course for elementary education students, including evaluation of children's literature, its historical development and its uses in the elementary school. Does not satisfy Area F General Education requirements. Does not satisfy English BA and secondary English BSE requirements. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0330 (S) 3 hrs. cr.
Young Adult Literature (Writing Intensive)

An extensive reading course for English education majors including evaluation of literature for young adults, some methodology for classroom use and a major unit on minority literature. Does not satisfy Area F General Education requirement. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0333 (Demand) 3 hrs. cr.
Literary Paris

An examination of the historic role of Paris in literary production and of the literature produced in this city. Emphasis will be placed upon the city as a locus for the literary productions that shape American, British and World literatures. Coursework will include a practical orientation to the city, an introduction to French culture and an in-depth examination of some of those authors whose work was shaped by Parisian experiences. The course includes a mandatory trip to Paris. Enrollment by permission of instructor. Prerequisite: ENG 101 and 102 or ENG 111. Co-requisite: FREN 100 or previous French language experience as determined by the instructor.

ENG 0335 (Demand) 3 hrs. cr.
Women's Literature

A study of the literary tradition of women authors writing in English. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0361 (F,S) 3 hrs. cr.
Studies in World Literature

A course enabling concentrated study of carefully focused topics in world literature through critical reading and discussion of, and writing about, a range of world literary texts, primarily texts in translation. Content of any particular course offering to be determined by instructors' proposals, subject to review by the departmental World Literature Committee and approval by the departmental Curriculum Committee. May be retaken as different topics for a maximum of 12 credit hours. Prerequisites: English 202, 250, 261, 262, 271, 272, 281, 282, or 305.

ENG 0371 (F,S) 3 hrs. cr.
Studies in British Literature

A course enabling concentrated study of carefully focused topics in British literature through critical reading and discussion of, and writing about, a range of British literary texts. Content of any particular course offering to be determined by instructors' proposals, subject to review by the departmental British Literature Committee and approval by the departmental Curriculum Committee. May be retaken as different topics for a maximum of 12 credit hours. Prerequisites: English 202, 250, 261, 262, 271, 272, 281, 282, or 305.

ENG 0381 (F,S) 3 hrs. cr.
Studies in American Literature

A course enabling concentrated study of carefully focused topics in American literature through critical reading and discussion of, and writing about, a range of American literary texts. Content of any particular course offering to be determined by instructors' proposals, subject to review by the departmental American Literature Committee and approval by the departmental Curriculum Committee. May be retaken as different topics for a maximum of 12 credit hours. Prerequisites: English 202, 250, 261, 262, 271, 272, 281, 282, or 305.

ENG 0400 (S) 3 hrs. cr.
History of the English Language

A study of the ancestors of Modern English and the effect of other languages, peoples and cultures upon the development of English. Phonology, morphology, syntax and usage of the language throughout its history. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0450 (F) 3 hrs. cr.
Shakespeare

A study of selected comedies, histories, tragedies, romances and poems. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0480 (S-Odd) 3 hrs. cr.
Literary Theory and Criticism

A study of major schools of criticism and the major representatives of each school. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0491 (F,S,Su) 1-8 hrs. cr.
Internship in English

Practical experience using writing skills in a professional environment. All internships must conform with MSSU institutional policy regarding the number of hours work per credit and contractual agreements with cooperating facility. 3-hour internships may be repeated. Prerequisites: ENG 101 and 102 or ENG 111; advanced standing with a GPA of 3.0 and approval of a departmental committee.

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ENG 0495 (F) 3 hrs. cr. Senior Seminar *(Writing Intensive)*

Intensive study of one or more literary authors, genres and/or historical periods, culminating in a substantial research paper. Topic open. Prerequisite: ENG 101 and 102 or 111; and ENG 202. Required of senior English Literary Studies majors or an option for others by permission of department head.

ENG 0498 (Demand) 1-3 hrs. cr. Advanced Topics in English

For advanced English majors or by permission of department head. Topic open. Prerequisite: ENG 101 and 102 or ENG 111.

ENG 0499 (Demand) 1-3 hrs. cr. Independent Study

Individually directed study in selected areas for advanced English majors. Prerequisite: ENG 101 and 102 or ENG 111; and a GPA of 3.0 in English. Enrollment must be approved by adviser, department head and school dean.

PHILOSOPHY

Kuhn Hall • 417.625.9377

Faculty Ackiss - Head, Brown

Mission

The Department of English and Philosophy provides students with General Education introductory courses in philosophy that provide training and experiences in critical thinking and problem solving. The department also offers a minor in philosophy for students whose plans include graduate study and careers in fields such as medicine, law, theology and public service.

Philosophy deals with basic questions from all areas of life and thought—science, religion, art, morality and politics—and helps students refine their views on these subjects. Most importantly, philosophy teaches students how to think: how to analyze problems into their essential elements, how to decide which proposed solution to a problem is supported by the best evidence, how to separate relevant from irrelevant points and how to state issues clearly and precisely. While some philosophy students go to graduate school and become professional philosophers, most go on to careers in such areas as law, medicine, theology, business, government and public service. Philosophy students are highly successful in gaining admittance to law schools, medical schools, graduate schools of management and theological seminaries.

Minor in Philosophy

Minor Code PI80

Semester Hours

Critical Thinking

PHIL 140 Critical Thinking3

Ethics

PHIL 212 Ethics

OR

PHIL 312 Biomedical Ethics

OR

PSC 411 Great Political thinkers

OR

A suitable selected topics course3

History of Philosophy

PHIL 301 Ancient Philosophy3

PHIL 302 Modern Philosophy3

Philosophy Electives.6

(at least three hours at the 300 level or above)

Total 18

For additional information contact:

Dr. Barry Brown

Office: Kuhn Annex 106

Phone: 417.625.9659

Email: brown-b@mssu.edu

Course Descriptions

PHIL 0140 (S) 3 hrs. cr.

Critical Thinking

Introduction to logic, with special emphasis on common errors and fallacies in reasoning.

PHIL 0201 (F,S-Honors,Su) 3 hrs. cr.

Introduction to Philosophy

Comparative survey of major types of philosophy and of representative problems in philosophy. Option for satisfying Area F General Education requirement.

PHIL 0212 (F-Even) 3 hrs. cr.

Ethics

Exploration of the problems of value and personal moral standards, comparative survey of major ethical systems and evaluation of the chief ethical struggles in contemporary society. (Satisfies 3 hours of General Education requirements in Area F2, Humanities and Fine Arts.)

PHIL 0298 (Demand) 3 hrs. cr.

Topics in Philosophy

Studies in a variety of philosophical subjects. Topic open.

PHIL 0301 (F-Odd) 3 hrs. cr.

Ancient Philosophy

Historical study of ancient philosophy, with special emphasis on the writings of Plato and Aristotle. Prerequisites: 3 hours of philosophy or permission of instructor.

PHIL 0302 (S-Even) 3 hrs. cr.

Modern Philosophy

(Writing Intensive)

A survey of the major schools of western philosophy from 1550 to 1850. Prerequisites: 3 hours of philosophy or permission of instructor and ENG 101 and 102 or 111.

PHIL 0312 (S,Su) 3 hrs. cr.

Biomedical Ethics

(Writing Intensive)

A comprehensive investigation of ethical problems relating to health care and the practice of medicine, including study of such issues as euthanasia and the right to die, abortion, confidentiality, patient rights and professional responsibilities, allocation of medical resources and medical experimentation. Prerequisite: ENG 101 and 102 or ENG 111. Cross-listed as HS 312.

PHIL 0313 (Demand)
Medical Ethics

2 hrs. cr.

An exploration focusing on recent important ethical problems relating to health care and the practice of medicine.

PHIL 0320 (F)
Comparative Religion

3 hrs. cr.
(Writing Intensive)

A philosophical and historical survey, emphasizing the world's major living religions. Prerequisite: ENG 101 and 102 or ENG 111. (Satisfies 3 hours of General Education requirements in Area I, Institutional Requirements)

PHIL 0420 (S-Odd)
Philosophy of Science

3 hrs. cr.
(Writing Intensive)

Investigation of the nature and scope of scientific inquiry. Topics include the logic of scientific reasoning, the nature of scientific theories, the conceptual presuppositions of science and the relation between the natural and social sciences. Prerequisite: ENG 101 and 102 or ENG 111.

PHIL 0498 (Demand)
Advanced Topics in Philosophy

3 hrs. cr.

Comprehensive analysis of selected topics in philosophy. For upper division students.

PHIL 0499 (Demand)
Independent Study

1-3 hrs. cr.

Individually directed study in selected areas for advanced students. Prerequisite: GPA of 3.0 in philosophy. Enrollment must be approved by adviser, department head and school dean.

ENVIRONMENTAL HEALTH

Reynolds Hall 313A • 417.625.9765

Faculty Fletcher – Director, Kennedy, Messick

Mission

Our Mission is to provide students the knowledge, skills and credentials necessary to work as an environmental health professional or to continue in environmental health graduate studies. Environmental Health is the science of preventing physical, chemical or biological hazards from adversely impacting human health or the ecological balances that sustain our environment. Career opportunities include professional positions with public health departments, environmental protection agencies, environmental consultants and occupational health and safety divisions of industry. The program is fully accredited by the National Environmental Health Science and Protection Accreditation Council (aka EHAC). We provide the option of either an on campus track or a distance learning track for obtaining the degree.

**Bachelor of Science with a Major
in Environmental Health**

Major Code EH02 (On Campus Track)

Semester Hours

General Education Requirements (GER) (p. 45) 46-47* 35
Biology & Environmental Health Core. 52

BIO 101	General Biology*	
OR		
BIO 105	General Biology: EH Emphasis*	
OR		
BIO 110	Principles of Biology I*	
OR		
BIO 121	Human Anatomy & Physiology I*	4
BIO 231	General & Medical Microbiology	5
EH 311	Soil Morphology & Sewage Systems	3
EH 312	Environmental Biology	4
EH 370	Environmental Health	3
EH 371	Environmental Toxicology	3
EH 372	Environmental Regulations	3
EH 374	Air Quality Management	3
EH 376	Water Quality Management	3
EH 377	Food Safety	3
EH 378	Occupational Health & Safety	3
EH 380	Epidemiology	3
EH 382	Epidemiological Statistics	1
EH 410	Hazardous Incident Management	3
EH 450	Internship in Environmental Health	5
EH 481	Environmental Risk Management	3
Mathematics and Physical Science		25
MATH 140	College Algebra & Trigonometry*	5
CHEM 151	General Chemistry I	5
CHEM 152	General Chemistry II	5
CHEM 300	Introduction to Modern Organic Chemistry	
OR		
CHEM 301	Organic Chemistry I	5
PHYS 150	Environmental Physics*	
OR		
PHYS 151	Elementary College Physics I*	5
Computer Requirement		3
EH 304	Geographic Information Systems	3
Environmental Health Electives		9
Select from the following**:		
BIO 221	Human Anatomy & Physiology II	5
OR		
BIO 301	Human Physiology	4
BIO 240	Radiation Biology	3
BIO 290	Research & Statistical Methods	3
BIO 361	Parasitology	4
BIO 402	General Ecology	4
BIO 442	Pathogenic Bacteriology	5
BIO 481	Aquatic Ecology	4
CHEM 201	Analytical Chemistry	5
EH 298	Topics in Environmental Health	1-5
EH 300	Environmental Geology	3
EH 352	International Environmental Health	3
EH 373	Solid & Hazardous Waste Management	3
EH 375	Disease Vector Control	2
EH 450	Internship in Environmental Health	1-3
EH 480	Environmental Epidemiology	3
EH 498	Advanced Topics in Environmental Health	1-5
EH 499	Problems in Environmental Health	1-3

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INTS 302	World Environmental Issues.....3
PSC 421	Public Administration3
OR	
MSSU approved transfer courses	
Total Minimum Hours***	124

*BIO 101, 105, 110 or 121 satisfies 4 hours of Area D1 of GER

*MATH 140 satisfies 3 hours of Area D1 of GER

*PHYS 150 or 151 satisfies 5 hours of Area D2 of GER

** Coursework not listed as an elective will be evaluated on a case-by-case basis as to its application for an environmental health professional or toward graduate education.

***Must include at least 40 hours of Upper Division.

Majors satisfy the Writing Intensive (WI) requirement by completing ENG 101 and 102 (or their equivalent) and three WI classes in Environmental Health. See MSSU Catalog page 45 for Writing Intensive requirements. MATH 130 + MATH 135 is equivalent to MATH 140.

Bachelor of Science with a Major in Environmental Health

Major Code EH04 (Distance Learning Track)

The BS degree in Environmental Health - Distance Learning Track, EH-DLT is designed for transfer students that cannot readily commute to or live on the MSSU campus, but desire to obtain their BS degree in Environmental Health. This track requires that general education, biology, chemistry, math and physics requirements must be met prior to admission to the EH-DLT. Specific science and math courses required by the Environmental Health Accreditation Council, EHAC must be included. These requirements may be met by the student at their local community college or four year university. Upon acceptance into the EH-DLT, the student will complete their Environmental Health coursework over the Internet from MSSU.

Overview of the Coursework Needed for the Environmental Health degree by Distance Learning Track

At the Local Community College or University:

- 1) General Education Requirements that satisfy MSSU requirements43-44 hours
- 2) Additional courses to complete the EHAC science and math requirements.20-21 hours

At MSSU by Internet:

- 3) Environmental Health Semester Block Courses..... 49 hours
- 4) International Study, GIS and EH Internship Courses ... 11-12 hours
- 5) Total Minimum Credit Hours for BS degree in EH. **124 hours**

The Five Steps Needed to Obtain the Environmental Health degree by Distance Learning Track:

64 Credit hours to be earned prior to starting the EH-DLT at MSSU by Steps 1 & 2

1) General Education Requirements (GER) that meet MSSU Areas A to H (43-44 hr.)

To be taken at the students' local community college/university and/or in combination with MSSU Internet coursework. All courses taken must be identified as transferrable as GER courses of MSSU by the MSSU Registrars' Office. The student should consult their local college or university adviser and registrar/transcript analyst to assure transferability of coursework. All degree candidates must meet all of the MSSU GER requirements prior to acceptance into the EH-DLT.

2) Additional Coursework to attain acceptance into the EH-Distance Learning Track (20-21 hr.)

The applicant must have a total of 64 credit hours prior to acceptance into the EH-DLT. This includes the 43-44 hours of GER and an additional 20-21 hours of coursework. The EHAC basic science and math requirements must be met within the 64 credit hours (see List A). The science and mathematics requirements of EHAC must be verified as met by a review of the applicants' transcript by the MSSU Environmental Health Faculty prior to acceptance into the EH-DLT. Pre-planning of the science and math requirements for the degree between the potential applicant, their local college/university adviser and the MSSU EH Faculty is highly encouraged.

Introductory environmental coursework is encouraged by the local community college/university to assure the student has interest in the environmental field, if it can be fit into the 64 hours along with the GER and EHAC requirements. A minimum GPA, GPA of 2.5 over the 64 hours is required for entry into the EH-DLT.

60 Credit hours to be earned via the Environmental Health - Distance Learning Track at MSSU by Steps 3 & 4

3) Environmental Health Semester Blocks (49 hr.) by MSSU

The EH-DLT requires successful completion of four Environmental Health Semester Blocks that are enrolled in after acceptance to the EH-DLT. Students accepted into the EH-DLT may enroll into any Semester Block that is currently available. Each EH Semester Block is a unit of 4 to 5 individual EH courses that are all enrolled in and taken simultaneously over a single semester via the Internet from MSSU. Semester Block grades are given for each individual course. Students must enroll for the entire block of courses.

EH Semester Block 1 (Fall, Even) 12 cr. hrs. total

EH 370	Environmental Health3
EH 377	Food Safety3
EH 378	Occupational Health & Safety3
EH 380	Epidemiology3

EH Semester Block 2 (Spring, Odd).....12 cr. hrs. total

EH 371	Environmental Toxicology (WI)*3
EH 373	Solid & Hazardous Waste Mgmt3
EH 375	Disease Vector Control2
EH 376	Water Quality Management3
EH 382	Epidemiology Statistics1

EH Semester Block 3 (Fall, Odd).....13 cr. hours total

EH 311	Soil Morphology3
EH 312	Environmental Biology (WI)*4
EH 372	Environmental Regulations3
EH 374	Air Quality Management3

EH Semester Block 4 (Spring, Even)..... 12 cr. hours total

EH 410	Hazardous Incident Management3
EH 480	Environmental Epidemiology3
EH 481	Risk Management (WI)*3
EH 497	Health and Safety Investigation.....3

Students must be self-motivated and self-disciplined to be successful in Internet studies. It is imperative that the student remain diligent in keeping up with all readings, assignments and examinations to pass the courses. The student is required to obtain an MSSU approved proctor for examinations. Students may be allowed one additional semester to finish incomplete work in any course if given permission by the instructor and they file for the incomplete prior to the end of

the semester. However, incomplete work not completed by the end of the following semester converts to a grade of "F". Courses that receive grades of "F" may be unavailable in a timely manner to repeat as individual courses are not readily available by Internet outside the semester blocks.

*WI indicates a Writing Intensive course.

4) Three Additional Required Courses by MSSU (11hr. or 12 hr.)

International Cultural Studies (Area I) course (3 hr.) chosen from any MSSU Area I course that is given over the Internet during any semester. MSSU Area I courses are offered by Internet most semesters.

EH 304 Geographic Information Systems, GIS (3 hr.)

This course meets the degree computer literacy requirement. The course may be taken over the Internet during any semester it is offered at MSSU.

EH 450 Internship in Environmental Health (either 5 hr.

or 6 hr.) Practical field experience (a minimum of 200 or 240 work . hours) that is obtained by the student at any work location of their choice (e.g. government, industry, consulting) that is also approved by the MSSU EH Faculty. EH 450 may be taken during any semester at MSSU, but requires pre-planning in conjunction with the Environmental Health Faculty prior to enrollment. The student must identify potential work locations to the EH Faculty and create a written proposal that is acceptable to the EH Faculty, the Department Head and the Dean of Arts and Sciences at least one semester in advance of enrollment. MSSU EH faculty will help the EH student to identify acceptable work locations. This course may be taken any semester after acceptance to the EH-DLT.

5) Total Minimum Credit Hours Required for the Environmental Health degree by Distance Learning Track (124 hr.)

At least 60 semester hours of the 124 minimum hours must be from a 4 year university. Also, all degree candidates are required to participate in University Assessment of Outcomes activities (Senior Assessment testing) for MSSU prior to graduation.

List A. Environmental Health Accreditation Council (EHAC) Criteria for Environmental Health Science and Protection Baccalaureate Curricula*

1. Basic Sciences: (at least 24 semester hours or 40 quarter hours)

The following basic college level courses must be completed:

- **Biological Sciences with laboratories** -at least 3 semester hours, 5 quarter hours.
- **Microbiology** with laboratory (may be environmental health microbiology) – at least 3 semester hours, 5 quarter hours (This course may be combined with the biological sciences so long as the combined hours is at least 6 semester hour or 10 quarter hours)
- **General Chemistry** with laboratories – at least a total of 6 semester hours or 10 quarter hours,
- **Organic Chemistry** with laboratories (may be environmental organic chemistry) – at least a total of 3 semester hours or 5 quarter hours.
- **Physics** – (may be environmental physics) at least 3 semester hours or 5 quarter hours.
- **Basic Science** – (at least 6 semester hours or 10 quarter hours)

2. Communication: (at least 21 hr.)

Graduates need good communication skills. These skills include cultural competency and the ability to speak effectively and persuasively with others individually, in small groups and in making formal presentations respectfully. Furthermore, writing skills need to be sufficient to be able to communicate clearly to a variety of audiences.

To meet this requirement, students must have acquired competence in the following areas:

- **Information technology/Computer skills** met by EH 304 which is incorporated into the EH degree (3hr.)
- **Public speaking** met by Oral Communications/Public Speaking transferred in as GER (3 semester hours or 5 quarter hours)
- **Technical writing** met by English 1 & English 2 (6 semester hours or 10 quarter hours) transferred in as GER, plus 3 EH Intensive Courses taken from MSSU: EH 312, EH 371, & EH 481, these EH courses are incorporated into the degree (9 hr.)

3. Mathematics: (at least 3 hours or 5 quarter hours)

- **College Algebra** or higher level (3 hr.), calculus is recommended but not required

*This list is subject to periodic change by EHAC

MSSU Environmental Health Faculty Contacts for the Environmental Health degree:

Dr. Mike Fletcher, Program Director

Phone: 417.625.9765

Email: fletcher-m@mssu.edu

Mr. Michael Kennedy

Phone: 417.625.9857

Email: kennedy-m@mssu.edu

For environmental health program accreditation information contact:

The National Environmental Health Science &

Protection Accreditation Council (EHAC)

8620 Roosevelt Way NE, Suite A Seattle, WA 98115

Phone: 206.522.5272

Fax: 206.985.9805

ehacinfo@aehap.org

Course Descriptions

EH 0298 (Demand)

1-5 hrs. cr.

Topics in Environmental Health

Designed to give instruction in some discipline of environment health not covered in other courses. Prerequisites to be determined by the department.

EH 0300 (S-Odd)

3 hrs. cr.

Environmental Geology

An introduction to our relationship to the earth's environment. The limitations of natural resources and discussion of consequences of the exploitation of natural resources are considered along with the demands of humanity upon the environment. Overview of natural environmental hazards, including volcanoes, earthquakes, subsidence landslides, floods and asteroid impacts. Prerequisite: Five credit hours in physical science, physics and/or chemistry. Cross-listed as GEOL 300.

92 ENVIRONMENTAL HEALTH

EH 0304 (F) 3 hrs. cr.

Geographic Information Systems

Explores the expanding use of Geographic Information Systems (GIS) in ecology, environmental health and related fields. Satisfies the computer literacy requirement for environmental health majors. Prerequisites: BIO 101 or 105 or 110 or 121. Cross-listed as BIO 304 and GEOG 304.

EH 0311 (F-Odd) 3 hrs. cr.

Soil Morphology and Sewage Systems

Concepts, methods and practices useful to the environmental health professional for soil morphology and site assessment leading to the proper design of residential sewage treatment systems. Two hours of lecture and two hours of lab per week. Prerequisites: CHEM 151 and BIO 101 or 105 or 110 or 121.

EH 0312 (Su) 4 hrs. cr.

Environmental Biology *(Writing Intensive)*

A study of how environmental factors interact with and impact living organisms and ecosystems. Emphasis is on global human ecology, environmental problems, sound environmental management practices and the sustainable use of natural resources. How environmental problems may be solved by the application of sound environmental science in conjunction with the choices allowed by human values. Three hours of lecture and two hours of lab per week. Prerequisites: BIO 101 or 105 or 110 or 121. Cross-listed as BIO 312.

EH 0352 (Demand) 3 hrs. cr.

International Environmental Health

An in-depth study of environmental health issues in countries other than the United States of America. The approach of this course is to select a country to be studied and review the pertinent environmental health issues. Environmental health issues common to many countries, as well as issues that are unique to the selected country will be studied. The environmental health issues of the selected country will be studied in class and followed up with an extended field trip usually lasting about two weeks. Prerequisites: EH 312. Priority given to EH majors.

EH 0370 (S, Su) 3 hrs. cr.

Environmental Health

A survey of contemporary environmental health problems and protection measures, including public health disease or injury prevention and environmental hazard mitigation. Topics include water quality, air quality, food protection, disease vector control, waste management, toxicology, radiation, shelter, recreational and workplace safety. Three hours of lecture per week. Prerequisites: BIO 101 or 105 or 110 or 121. Cross-listed as BIO 370 and HS 370.

EH 0371 (S-Even) 3 hrs. cr.

Environmental Toxicology *(Writing Intensive)*

This course is an introduction to natural and manmade toxicants and their effects on public health and the environment. Toxicological effects studied range from the molecular to the ecological level. Three hours of lecture per week. Prerequisites: BIO 101 or 105 or 110 or 121 and CHEM 151.

EH 0372 (F-Odd) 3 hrs. cr.

Environmental Regulations

A study of the regulations needed by environmental health professionals that work in the fields of environmental protection, environmental compliance or public health and safety. Three hours of lecture per week. Prerequisite: BIO 101 or BIO 105 or BIO 110 or BIO 121 or CHEM 151.

EH 0373 (S-Odd) 3 hrs. cr.

Solid and Hazardous Waste Management

Introduction to the problems and potential solutions related to the generation, disposal, recycling, reuse and prevention of solid and hazardous wastes. Emphasis will be on solid and hazardous waste management for a sustainable society. Three hours of lecture per week. Prerequisite: BIO 101 or BIO 105 or BIO 110 or BIO 121 and CHEM 151.

EH 0374 (F-Even) 3 hrs. cr.

Air Quality Management and Instrumentation

Air sampling strategy, air sampling techniques, air quality assessment and management for environmental and occupational health. Includes instrument calibration and air quality monitoring to assess exposures from chemical, physical, radiological and biological hazards. Two hours of lecture and two hours of lab per week. Prerequisites: CHEM 151 and BIO 101 or BIO 105 or BIO 110 or BIO 121.

EH 0375 (S-Odd) 2 hrs. cr.

Disease Vector Control

Identification and control of organisms that serve as reservoirs and vectors of diseases to humans. Two hours of lecture per week. Prerequisite: BIO 101 or BIO 105 or BIO 110 or BIO 121 or BIO 122 and CHEM 151.

EH 0376 (S-Even) 3 hrs. cr.

Water Quality Management

Concepts, methods and practices for water quality management, water treatment, wastewater treatment, storm-water management, recreational water management and remediation of groundwater for the protection of the environment and public health. Two hours of lecture and two hours of lab per week. Prerequisites: CHEM 151 and BIO 101 or BIO 105 or BIO 110 or BIO 121.

EH 0377 (S-Even) 3 hrs. cr.

Food Safety

The concepts, methods, practices and regulations that help ensure a safe food supply. This information is useful for the environmental health professional working as a health agency regulator or as a quality control agent in the food industry. Two hours of lecture and two hours of lab per week. Prerequisites: BIO 101 or BIO 105 or BIO 110 or BIO 121 and CHEM 151.

EH 0378 (S-Odd) 3 hrs. cr.

Occupational Health and Safety

An introduction to the concepts, principles and methods generally employed by industrial health and safety officers in the performance of their duties. Three hours of lecture per week. Prerequisite: and BIO 101 or BIO 105 or BIO 110 or BIO 121 and CHEM 151.

EH 0380 (F, S) 3 hrs. cr.

Epidemiology

Introduction to the concepts, principles and methods generally useful in the surveillance and investigation of communicable disease outbreaks. Three hours of lecture per week. Prerequisites: BIO 101 or 105 or 110 or 121. Cross-listed as BIO 380 and HS 380.

EH 0382 (S-Odd) 1 hr. cr.

Epidemiological Statistics

The continuation of EH/BIO/HS 380 Epidemiology by introducing statistical methods that are useful in the analysis of disease outbreak or injury data. Two hours of lab per week. Prerequisite: EH/BIO/HS 380.

EH 0410 (F-Even) 3 hrs. cr.

Hazardous Incident Management

Knowledge will be gained regarding the identification of, preparation for and response to environmental health emergency situations. The types of emergency situations discussed will include food and water, sanitation, solid and hazardous waste, chemical incidents, radiological emergencies, bioterrorism and environmental disasters. Environmental health emergency management systems will also be covered. Three hours of lecture per week. Prerequisites: BIO 101 or 105 or 110 or 121 and CHEM 151. EH 370 is recommended.

EH 0450 (F, S or Su) 1-8 hrs. cr.

Internship in Environmental Health

Experience in actual observation and work at facilities, agencies and/or industry where environmental health is a viable concern. Periodic meetings between the faculty coordinator, the cooperating institution and the student will be required. The student should not be employed in any job that will prevent full-time, maximum concentration on the academic internship. Forty work hours minimum per credit hour. Prerequisite: Junior or senior standing as an EH major.

EH 0480 (S-Even) 3 hrs. cr.

Environmental Epidemiology

The study of the distribution and determinants of health-related states or events in specified populations that are influenced by physical, chemical, biological, ecological and psychosocial factors in the environment. Both communicable and non-communicable diseases associated with environmental factors will be studied. Three hours of lecture per week. Prerequisites: BIO 101 or 105 or 110 or 121 and CHEM 151. EH 380 and EH 382 are recommended.

EH 0481 (F-Odd) 3 hrs. cr.

Environmental Risk Management (Writing Intensive)

The concepts, principles, methods and techniques useful to the environmental health professional in risk assessment, risk management and risk communications for the protection of the environment, the public safety and the public health. Three hours of class per week. Prerequisite: Junior or senior standing as an EH major.

EH 497 (Demand) 3 hrs. cr.

Health & Safety Investigation

The investigation of the workplace or built environment to determine the health or safety hazards that may exist. The environmental conditions that may adversely impact the health and safety of workers or occupants will be determined by survey, sample and test methods. Prerequisite: EH 370 or EH 373 or EH 374 or EH 378.

EH 0498 (Demand) 1-5 hrs. cr.

Special Topics in Environmental Health

Designed to give instruction in some discipline of environment health not covered in other courses. For upper division majors. Prerequisites to be determined by department.

EH 0499 (Demand) 1-3 hrs. cr.

Problems in Environmental Health

Individual work under the supervision of a faculty member with the credit and hours to be arranged. Problems may be undertaken in any field of environmental health with adequate preparation by the student and the consent of the EH faculty, department head and school dean. Prerequisite: Junior or Senior standing as an EH major.

FOREIGN LANGUAGES

Webster Hall • 417.625.3125

Faculty Hou – Head, Cramer, Dubuis, Kilpatrick, Liso, Parker, Talavera

Mission

The department aims to develop the language proficiency and cultural competency of students in foreign languages through quality teaching and learning. By delivering instruction in foreign languages, the department educates students to gain an insight into their own culture and language and to enhance their vision of the world. The department enables students to acquire communication and critical thinking skills in foreign languages and to become life-long learners who engage in the multiple ways of viewing and interacting with the world at home and abroad.

The Department of Foreign Languages offers the Bachelor of Arts degree with majors in French, German and Spanish. Minors in Chinese, French, German, Japanese, Russian and Spanish are available. A Certificate in Medical Interpretation (Spanish/English) is another option available to prospective students. The Department also offers the Bachelor of Science in Education degree in French, German and Spanish, with the chosen language as a single teaching field or as one of two teaching fields.

For the Bachelor of Arts and for the Bachelor of Sciences in Education degrees, there is a study abroad experience requirement. Opportunities for such programs exist through University-sponsored programs, through the University's membership in the International Student Exchange Program (ISEP) and through internships. The faculty provide close guidance to students in planning such experiences. Through the Institute of International Studies, students may be eligible for grants and/or scholarships to assist in financing these experiences.

Study abroad programs are open to all students, regardless of major and are also available in Chinese, Japanese and Russian.

All language majors must demonstrate oral and written proficiency.

Students with previous foreign language experience should consult the Department of Foreign Languages for current policies on placement in the proper course for the respective language. Students with no prior experience in a foreign language should enroll in a 101 course.

Bachelor of Arts

French

Major Code FL00

Semester Hours

General Education Requirements (p. 45) 46-47* 43-44

Computer Literacy Requirement (select one) 3

CIS 105 Introduction to Microcomputer Use

MM 237 Using Information Systems

French Requirements 33

FREN 101, 102, 203, 204** 12

Language courses (300 or above)*** 6

Culture courses (300 or above)*** 6

Literature courses (300 or above)*** 6

Electives (300 or above)*** 3

Additional Requirements****

1. Proficiency examinations

2. Residency abroad

94 FOREIGN LANGUAGES

(See explanations below)

Electives	44-45
Total	124****

*Three hours of foreign language fulfill Area I of GER.

**FREN 101, 102, 203, 204 fulfill the 12-hour foreign language requirement for the BA degree.

***These courses in French must be at the 300-400 level and must be chosen in consultation with the student's adviser.

****Additional requirements for the French major are:

1. Successful completion of proficiency tests. Guidelines are available in the Department of Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.
2. A period of at least one month of residency in a French-speaking country or in a French immersion program. Students may participate in a university-sponsored short-term program, an ISEP semester or year abroad, a program of another accredited college, an internship or another approved activity. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major or may count as general electives.

*****Must include 40 upper-division hours.

Bachelor of Science in Education

French

Grades K-12 Certification

Single Teaching Field

Major Code ES13

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement:	
EDUC 301 Technology in Education	3
French Requirements	33
FREN 101, 102, 203, 204	12
Students will select at least 24 hours at the 300-400 level according to the following distribution:	
Language courses (300 or above)**	6
Culture courses (300 or above)**	6
Literature courses (300 or above)**	6
Electives (300 or above)**	3
Additional Requirements***	
1. Proficiency examinations	
2. Residency abroad	
(See explanations below)	
Education Certification Requirements (p. 179) 41-43****	38-40
Electives	4-7
Total	124****

*Three hours of foreign language fulfill Area I requirement.

**These courses in French must be at the 300-400 level and must be chosen in consultation with the student's adviser.

***Additional requirements for the French major are:

1. Successful completion of proficiency tests. Guidelines are available in the Department of Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which

tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.

2. A period of at least one month of residency in a French-speaking country or in a French immersion program. Students may participate in a university-sponsored short-term program, an ISEP semester or year abroad, a program of another accredited college, an internship or other approved activity. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major field.

****Required course in computer literacy, EDUC 301, satisfies the requirement for three hours.

*****Must include 40 upper-division hours.

Bachelor of Arts

German

Major Code FL01

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement (select one):	3
CIS 105 Introduction to Microcomputer Use	
MM 237 Using Information Systems	
German Requirements	33
GER 101, 102, 203, 204**	12
Language courses (300 or above)***	6
Culture courses (300 or above)***	6
Literature courses (300 or above)***	6
Electives (300 or above)***	3
Additional Requirements****	
1. Proficiency examinations	
2. Residency abroad	
(See explanations below)	
Electives	44-45
Total	124****

*Three hours of foreign language fulfill Area I requirement of GER.

**GER 101, 102, 203, 204 fulfill the 12-hour foreign language requirement for the BA degree.

***These courses in German must be at the 300-400 level and must be chosen in consultation with the student's adviser.

****Additional requirements for the German major are:

1. Successful completion of proficiency tests. Guidelines are available in the Department of Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.
2. A period of at least one month of residency in a German-speaking country or in a German immersion program. Students may participate in a university-sponsored short-term program, an ISEP semester or year abroad, a program of another accredited college, an internship or other approved activity. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major or may count as general electives.

*****Must include 40 upper-division hours.

Bachelor of Science in Education

German

Grades K-12 Certification

Single Teaching Field

Major Code ES05

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement:	
EDUC 301 Technology in Education	3
German Requirements	33
GER 101, 102, 203, 204	12
Students will select at least 21 hours at the 300-400 level according to the following distribution:	
Language courses (300 or above)**	6
Culture courses (300 or above)**	6
Literature courses (300 or above)**	6
Electives (300 or above)**	3
Additional Requirements***	
1. Proficiency examinations	
2. Residency abroad	
(See explanations below)	
Education Certification Requirements (p. 179) 41-43****	38-40
Electives	4-7
Total	124****

*Three hours of foreign language fulfill Area I requirement.

**These courses in German must be at the 300-400 level and must be chosen in consultation with the student's adviser.

***Additional requirements for the German major are:

1. Successful completion of proficiency tests. Guidelines are available in the Department of Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.
2. A period of at least one month of residency in a German-speaking country or in a German immersion program. Students may participate in a university-sponsored summer program, an ISEP semester or year abroad, a program of another accredited college, an internship or other approved activity. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major field.

****Required course in computer literacy, EDUC 301, satisfies the requirement for three hours.

*****Must include 40 upper-division hours.

Bachelor of Arts

Spanish

Major Code FL02

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement (select one):	
CIS 105 Introduction to Microcomputer Use	3
MM 237 Using Information Systems	3
Spanish Requirements	33
SPAN 101, 102, 203, 204**	12
SPAN 300 Spanish Composition & Syntax	3

SPAN 326	Peninsular Literature from El Cid to the Present	3
SPAN 336	Survey of Spanish American Literature	3
Spanish electives chosen with approval of Spanish adviser at the 300 level or above		12
Additional Requirements***		
1. Proficiency examinations		
2. Study Abroad experience		
(See explanations below)		
Electives		44-45
Total		124****

* Three hours of foreign language fulfill Area I requirement of GER.

** SPAN 101, 102, 203, 204 courses fulfill the 12-hour foreign language requirement for the BA degree.

*** Additional requirements for the Spanish major are:

1. Successful completion of proficiency tests. Guidelines are available in the Department of Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.
2. Participation in a study abroad experience in a Spanish-speaking country with the approval of the Spanish adviser. Students may participate in a university-sponsored short-term program, an ISEP semester or year abroad, a program of another accredited college or an internship. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major or may count as general electives.

****Must include 40 upper-division hours

Bachelor of Science in Education

Spanish

Grades K-12 Certification

Single Teaching Field

Major Code ES20

	Semester Hours
General Education Requirements (p. 45) 46-47*	40-41
Computer Literacy Requirement:	
EDUC 301 Technology in Education.	3
Spanish Requirements**	33
SPAN 101, 102, 203, 204	12
SPAN 300 Spanish Composition and Syntax	3
SPAN 326 Peninsular Literature from El Cid to the Present	3
SPAN 336 Survey of Spanish American Literature	3
Spanish Electives chosen with approval of	
Spanish adviser at the 300 level or above	12
Additional Requirements***	
1. Proficiency examinations	
2. Study Abroad experience	
(See explanations below)	
Education Certification Requirements (p. 179) 41-43****	38-40
Electives	4-7
Total	124*****

* Three hours of foreign language fulfill Area I requirement.

** A candidate for a degree under Plan B must meet with the Spanish faculty for three orientation sessions at the time of declaring a Spanish education

major. These sessions will cover requirements of the program and a mentor will be assigned the student.

*** Additional requirements for the Spanish major are:

1. Successful completion of proficiency tests. Guidelines are available in the Department of Foreign Languages. These guidelines indicate the general areas covered by the proficiency tests and the dates on which tests are scheduled for the academic year. Students will normally take the tests for diagnostic purposes during the second semester of the junior year and may repeat the tests during their senior year.
2. Participation in a study abroad experience in a Spanish-speaking country with the approval of the Spanish adviser. Students may participate in a university-sponsored short-term program, an ISEP semester or year abroad, a program of another accredited college or an internship. All language students are urged to work closely with the Institute of International Studies to explore available programs and financial resources. Students with special circumstances may petition to have an alternative immersion experience approved for this requirement. Credit earned may be applied to the major or may count as general electives.

****Required course in computer literacy, EDUC 301, satisfies the requirement for three hours.

*****Must include 40 upper-division hours.

Certificate in Medical Interpretation (Spanish/English)

The certificate requires the student to complete two courses in random order (Spanish 360: Introduction to Medical Interpretation and SPAN 430: Protocol and Procedures of Medical Interpretation) in addition to a minimum of 120 hours of internship (an equivalent of 3 credit hours in SPAN 345). The student needs to have the required proficiency level (Intermediate High) defined by the American Council on the Teaching of Foreign Languages (ACTFL) on the Oral Proficiency Interview (OPI) and have three writing intensive classes (ENG 101, ENG 102 and SPAN 300 or equivalent) prior to entry into the program.

Minor in Chinese

Minor Code FL80

A minor in Chinese requires 18 hours of courses in Chinese of which six must be Upper Division.

Minor in French

Minor Code FL81

A minor in French requires 18 hours of courses in French of which six must be Upper Division.

Minor in German

Minor Code FL82

A minor in German requires 18 hours of courses in German of which six must be Upper Division.

Minor in Japanese

Minor Code FL83

A minor in Japanese requires 18 hours of courses in Japanese of which six must be Upper Division.

Minor in Russian

Minor Code FL84

A minor in Russian requires 18 hours of courses in Russian of which six must be Upper Division.

Minor in Spanish

Minor Code FL85

A minor in Spanish requires the student to complete 9 hours of approved courses at the 300 level or above in consultation with a Spanish adviser. A total of 21 hours is required.

For additional information contact:

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Course Descriptions

Arabic (ARA)

ARA 0101 (Demand) 3 hrs. cr. Beginning Arabic I

This is the first semester of Arabic language instruction. The course aims to develop skills in listening, speaking, reading and writing, as well as to expose students to the diversity of cultures in the Arabic-speaking world.

ARA 0102 (Demand) 3 hrs. cr. Beginning Arabic II

This course is the second semester of Arabic language instruction. The course aims to develop skills in listening, speaking, reading and writing, as well as to expose students to the diversity of cultures in the Arabic-speaking world. Prerequisite: ARA 101 or equivalent level of proficiency.

ARA 0203 (Demand) 3 hrs. cr. Intermediate Arabic I

This course is the third semester of Arabic language instruction. The course continues to develop proficiency in listening, speaking, reading and writing and expose students to the diversity of cultures in the Arabic-speaking world. Prerequisite: ARA 102 or equivalent level of proficiency.

ARA 0204 (Demand) 3 hrs. cr. Intermediate Arabic II

This course is the fourth semester of Arabic language instruction. The course continues to develop proficiency in listening, speaking, reading and writing and expose students to the diversity of cultures in the Arabic-speaking world. Prerequisite: ARA 203 or equivalent level of proficiency.

ARA 0298 (Demand) 1-8 hrs. cr. Topics in Arabic

Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus.

ARA 0498 (Demand) 1-8 hrs. cr. Advanced Topics in Arabic

For upper-division students. Topics to be announced each time the course is offered. Prerequisite: ARA 204 or equivalent level of proficiency.

ARA 0499 (F,S) 1-3 hrs. cr. Independent Study

Individually directed study in Arabic. Prerequisite: Permission of instructor. The proposed study must be approved by the instructor, adviser, department head and dean in advance of enrollment.

Chinese (CHI)**CHI 0100 (Demand) 1-3 hrs. cr.**
Introductory Chinese

Introductory course which will acquaint students with Chinese customs, culture, social behaviors and pinyin (Chinese Phonetic Alphabet). The course which will be primarily taught in English will mainly focus on spoken Chinese and written symbol basics such as radicals. No grammar or structural patterns will be explicitly taught in this course. Prerequisite: None.

CHI 0101 (F) 3 hrs. cr.**Beginning Chinese I (Mandarin)**

Pronunciation, grammar, elementary conversation, development of basic communicative skills. Prerequisite: None.

CHI 0102 (S) 3 hrs. cr.**Beginning Chinese II (Mandarin)**

A continuation of CHI 101. Pronunciation, grammar, elementary conversation. Prerequisite: CHI 101 or equivalent level of proficiency.

CHI 0203 (F) 3 hrs. cr.**Intermediate Chinese I (Mandarin)**

Systematic development of communicative skills in Chinese. Development of vocabulary. Drill in aural/oral skills. Prerequisite: CHI 102 or equivalent level of proficiency.

CHI 0204 (S) 3 hrs. cr.**Intermediate Chinese II (Mandarin)**

A continuation of Chinese 203. Further systematic development of communicative skills in Chinese. Development of vocabulary. Drill in aural/oral skills. Prerequisite: CHI 203 or equivalent level of proficiency.

CHI 0298 (Demand) 1-8 hrs. cr.
Topics in Chinese

Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus.

CHI 0305 (Demand) 3 hrs. cr.**Readings & Conversation I**

Continued development of language skills in the target language via readings and conversation. The study of more complex patterns in communicative skills is emphasized. Prerequisite: CHI 204 or equivalent level of proficiency.

CHI 0306 (Demand) 3 hrs. cr.**Readings & Conversation II**

Continuation of Chinese 305. Continued development of the four basic language skills in the target language via readings and conversation. The study of more complex patterns in communicative skills is emphasized. Prerequisite: CHI 305 or equivalent level of proficiency.

CHI 0307 (Demand) 3 hrs. cr.**Introduction to Contemporary China**

The course has been designed to examine the changes in the culture and civilization of contemporary China, from the birth of the People's Republic of China on October 1, 1949 to the present. The course is taught in Chinese and English with readings in Chinese and English. Prerequisite: CHI 204 or equivalent level of proficiency.

CHI 0310 (Demand) 3 hrs. cr.**Chinese Culture & Civilization**

The course has been designed to provide a background against which contemporary Chinese culture and civilization may be better understood and appreciated. The course represents a survey of traditional Chinese culture and civilization with an emphasis on the political, social, cultural and intellectual history of China since 1800. The course is taught in Chinese and English with readings in Chinese. Prerequisite: CHI 204 or equivalent level of proficiency.

CHI 0498 (Demand) 1-8 hrs. cr.**Advanced Topics in Chinese**

For upper-division students. Topics to be announced each time the course is offered. Prerequisite: CHI 204 or equivalent level of proficiency.

CHI 0499 (F,S) 1-3 hrs. cr.**Independent Study**

Individually directed study in Chinese. Prerequisite: Permission of instructor. The proposed study must be approved by the instructor, adviser, department head and dean in advance of enrollment.

French (FREN)**FREN 0100 (Demand) 1 hr. cr.****French for Travel**

Introductory course that will familiarize students with the basic elements of spoken French, French customs, culture and social behaviors. No grammar or structural patterns will be taught explicitly in this course. Prerequisite: none. Does not fulfill any foreign language requirements.

FREN 0101 (F,S) 3 hrs. cr.**Beginning French I**

The first semester of French language instruction developing proficiency in listening, speaking, reading and writing and providing an introduction to the study of French-speaking cultures. Prerequisite: None.

FREN 0102 (F,S) 3 hrs. cr.**Beginning French II**

The second semester of French language instruction developing proficiency in listening, speaking, reading and writing and providing an introduction to the study of French-speaking cultures. Prerequisite: FREN 101 or equivalent level of proficiency.

FREN 0203 (F,S) 3 hrs. cr.**Intermediate French I**

The third semester of French language instruction developing proficiency in listening, speaking, reading and writing and providing an introduction to the study of French-speaking cultures. Prerequisite: FREN 102 or equivalent level of proficiency.

FREN 0204 (F,S) 3 hrs. cr.**Intermediate French II**

The fourth semester of French language instruction developing proficiency in listening, speaking, reading and writing and providing an introduction to the study of French-speaking cultures. Prerequisite: FREN 203 or equivalent level of proficiency.

FREN 0250 (Demand) 6 hrs. cr.**French Conversation & Grammar**

Intensive practice of basic French vocabulary and structures is combined with visits to sites of cultural or historical interest in the Orleans area. Stu-

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dents will have daily classes in grammar and conversation, supplemented by language lab practice and workshop of their choice. Prerequisite: FREN 102 or the equivalent and a placement test. The course will be offered only as a study abroad option.

FREN 0298 (Demand) 1-8 hrs. cr.
Topics in French

Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus for each specific offering.

FREN 0301 (Demand) 3 hrs. cr.
Readings & Conversation

Continued development of the four basic language skills in the target language through readings and conversation. The study of more complex patterns in communicative skills is emphasized. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0302 (Demand) 3 hrs. cr.
Contemporary French Culture and Civilization

Continued development of language skills (listening, speaking, reading and writing). Contemporary France, the daily life of its people, the social and economic institutions which impact them and the arts and media will be the focus for reading and discussion. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0303 (Demand) 3 hrs. cr.
French Composition (Writing Intensive)

Practice in writing French accompanied by a study of grammar and syntax. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0304 (Demand) 3 hrs. cr.
Introduction to French Literature (Writing Intensive)

This course is an introduction to basic concepts and terminology of literary criticism through several different critical approaches to the literary text. Reading and discussion of selected poems, plays and fiction representing various literary periods. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0305 (Demand) 3 hrs. cr.
Contemporary Francophone Cultures

Analysis of contemporary life in selected French-speaking regions: Quebec, Senegal and Guadeloupe and Martinique. Students will continue to develop their French language skills. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0306 (Demand) 3 hrs. cr.
French Culture & Civilization

The course will continue the development of the four basic language skills (listening, speaking, reading and writing). The thematic focus of the class will be the historical, political, social and cultural development of France from its origins to the 20th century. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0309 (Demand) 3 hrs. cr.
French Language (Consortium)

French Composition offered by MSU, MSSU, MWSU, SEMO, or UCMO. Syllabus and delivery platform (ITV, hybrid, or online) vary depending on the offering university. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0322 (Demand) 3 hrs. cr.
Twentieth-Century French Literature

Reading and discussion of twentieth-century literature from France and the Francophone world. Prerequisite: FREN 301 or equivalent level of proficiency.

FREN 0324 (Demand) 3 hrs. cr.
French Theater Studies

Reading and discussion of French plays from different historical and literary periods; practical experience in the classroom reader's theater. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0325 (Demand) 3 hrs. cr.
French Cinema

A survey of the most important aspects of cinematography and cinematographic production in France. Covers major figures in the field of film and an introduction to the major movements. Taught in French with readings both in French and English. Prerequisite: FREN 204 or the equivalent level of proficiency.

FREN 0326 (Demand) 3 hrs. cr.
French and the Media

This course will explore the French media (particularly print journalism, television, radio and the Internet); emphasis is placed on cultural similarities and differences between French and American media and on developing language proficiency related to the media. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0345 (Demand) 1-8 hrs. cr.
Internship in French

Off-campus work experience in areas related to professional goals of students. For advanced students in French. Application must be made during the first half of one semester for the following semester and must be approved prior to enrolling. Students work under joint supervision of a faculty member and a representative of the organization providing the intern experience. A student may repeat the course to a maximum of 8 hours credit. Prerequisite: A minimum of 18 hours in French with a minimum 3.0 GPA; approval of department head before enrolling. Some internships may have specific prerequisites. Guidelines for the internship program are available in the department's offices and must be followed.

FREN 0350 (Demand) 6 hrs. cr.
Language and Civilization

Intensive development of all language skills (listening, speaking, reading and writing) is combined with visits to sites of cultural or historical interest in Orleans and the surrounding chateau region. Cultural and literary topics are introduced. Weekend excursions. Prerequisite: FREN 203 or equivalent level of proficiency. A placement test required. The course will be offered only as a study abroad option.

FREN 0400 (Demand) 3 hrs. cr.
French for Business

An introduction to French business terminology, concepts, situations and procedures. Oral and written activities will continue to develop French language skills within a commercial context. Prerequisite: FREN 301 or equivalent level of proficiency.

FREN 0401 (Demand) 3 hrs. cr.
French Literature to 1700

An introduction to French literature from the Medieval Period through the seventeenth century, with emphasis on the development of forms and genres. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0403 (Demand) 3 hrs. cr.
Nineteenth-Century French Literature

Reading and discussion of selected works of some of the major poets, novelists and playwrights of nineteenth-century France; the interrelatedness of history, literature and the fine arts: emphasis on Romanticism, Realism and Symbolism. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0404 (Demand) 3 hrs. cr.
French Women Writers

The course will focus on the reading and discussion of works by selected French and francophone women authors from the twelfth through the twentieth centuries. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0405 (Demand) 3 hrs. cr.
Francophone Literature

An introduction to twentieth-century Francophone literature of Africa, Quebec and the Antilles. Continued practice in developing the language skills (listening, speaking, reading and writing). Prerequisite: FREN 204 or the equivalent level of proficiency.

FREN 0409 (Demand) 3 hrs. cr.
French Literature (Consortium)

French Civilization and Literature I or II offered by MSU, MSSU, MWSU, SEMO, or UCMO. Syllabus and delivery platform (ITV, hybrid, or online) vary depending on the offering university. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 429 (Demand) 3 hrs. cr.
French Culture (Consortium)

French Cinema offered by MSU, MSSU, MWSU, SEMO, or UCMO. Syllabus and delivery platform (ITV, hybrid, or online) vary depending on the offering university. Prerequisite: FREN 204 or equivalent level of proficiency.

FREN 0430 (Demand) 3 hrs. cr.
French Translation

The course will introduce students to both the theoretical and practical aspects of translation. Practice will be given in a variety of genres and will emphasize dynamic accuracy in form and meaning of French to English translation. Prerequisite: FREN 204 and ENG 102 or the equivalent level of proficiency in both languages.

FREN 0498 (Demand) 1-8 hrs. cr.
Advanced Topics in French

Advanced topics not normally included in regular offerings. Prerequisites are determined by the department and stipulated in the syllabus for each specific offering.

FREN 0499 (F,S) 1-3 hrs. cr.
Independent Study

Individually directed study in French. Prerequisite: Permission of instructor. The proposed study must be approved by instructor, adviser, department head and dean in advance of enrollment.

German (GER)

GER 0101 (F,S) 3 hrs. cr.
Beginning German I

An introduction to the basic skills of understanding, speaking, reading and writing in German and to the study of the German speaking cultures. Prerequisite: None.

GER 0102 (F,S) 3 hrs. cr.
Beginning German II

A continuation of GER 101. Emphasis on the skills of understanding, speaking and writing in German and on the study of the German language and cultures. Prerequisite: GER 101 or the equivalent level of proficiency.

GER 0203 (F,S) 3 hrs. cr.
Intermediate German I

A continuation of GER 102. Emphasis on the basic skills of understanding, speaking, reading and writing in German and on the study of the German speaking cultures at the intermediate level. Prerequisite: GER 102 or the equivalent level of proficiency.

GER 0204 (F,S) 3 hrs. cr.
Intermediate German II

A continuation of GER 203. Emphasis on the basic skills of understanding, speaking, reading and writing in German and on the study of the German speaking cultures, continuing at the intermediate level. Prerequisite: GER 203 or the equivalent level of proficiency.

GER 0298 (Demand) 1-8 hrs. cr.
Topics in German

Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus for each specific offering.

GER 0301 (Demand) 3 hrs. cr.
Readings & Conversation

Continued development of the four basic language skills in the target language through readings and conversation. The study of more complex patterns in communicative skills is emphasized. The course is conducted in German. Prerequisite: GER 204 or the equivalent level of proficiency.

GER 0302 (Demand) 3 hrs. cr.
Literature, Culture and Composition

(Writing Intensive)

This course continues the development of the four basic language skills in the target language through readings and conversation literature and culture. The study of more complex patterns in communicative skills is emphasized. The course is conducted in German. Prerequisite: GER 204 or the equivalent level of proficiency.

GER 0305 (Demand) 3 hrs. cr.
Business German

Gain solid knowledge of basic business German vocabulary including topics such as: finances, European Union, traffic and transportation, business correspondence, job application, tourism, consumer (taxes), social structure, industry and work environment, trade and environmental issues. Samples of International Business German conclude the course. The course is conducted in German. Prerequisite: GER 204 or equivalent level of proficiency.

GER 0306 (Demand) 3 hrs. cr.
German History & Civilization

Student will continue the development of the four basic language skills (listening, speaking, reading and writing). The thematic focus of this class will be the historical, political, social and cultural development of Germany (and in part also Austria) from its origins to the 20th century. The course is conducted in German. Prerequisite: GER 204 or equivalent level of proficiency.

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GER 309 (Demand) 3 hrs. cr.
German Language (Consortium)

Advanced German grammar course offered by MSU, MSSU, SEMO, or UCMO. Syllabus and delivery platform (ITV, hybrid, or online) vary depending on the offering university. Prerequisite: GER 204 or equivalent level of proficiency.

GER 0325 (Demand) 3 hrs. cr.
German Cinema

Survey of the most important aspects of German cinema, from the Weimar period to our day. It covers the major figures, schools and movements of German film. The course is conducted in German with readings in both German and English. Prerequisite: GER 204 or the equivalent level of proficiency.

GER 0345 (Demand) 1-8 hrs. cr.
Internship in German

Off-campus work experience in areas related to professional goals of students. For advanced students in German. Application must be made during the first half of one semester for the following semester and must be approved prior to enrolling. Students work under joint supervision of a faculty member and a representative of the organization providing the intern experience. A student may repeat the course to a maximum of 8 hours credit. Prerequisites: A minimum of 18 hours in German with a minimum 3.0 GPA; approval of department head before enrolling. Some internships may have specific prerequisites. Guidelines for the internship program are available in the department's offices and must be followed.

GER 0350 (Demand) 3 hrs. cr.
German Culture & Civilization

Immersion in German culture and contemporary civilization on location in Ansbach, Germany. Study of history, architecture, literature, music and daily life in a German city. The course is conducted in German. Prerequisite: GER 102 or equivalent level of proficiency. The course will be offered only as a study abroad option.

GER 0401 (Demand) 3 hrs. cr.
German Music, Literature and Art in the Nineteenth Century to Early Twentieth Century

Literature, music and art mirror historical development, social restructuring, political presence and allow a glimpse into German culture. The course focuses on the interrelationship among the arts from the end of the 19th century to the 1930s. The course is conducted in German. Prerequisite: GER 204 or equivalent level of proficiency.

GER 409 (Demand) 3 hrs. cr.
German Literature (Consortium)

Nineteenth Century German Literature offered by MSU, MSSU, SEMO, or UCMO. Syllabus and delivery platform (ITV, hybrid, or online) vary depending on the offering university. Prerequisite: GER 204 or equivalent level of proficiency.

GER 0415 (Demand) 3 hrs. cr.
German Literature to 1500

As an introduction to early German literature of the eras of pre-Christian Germanic literature, the first Germanic bible translations and Old High Germanic literature German epic literature from the Middle High German period, as well as courtly poetry, are included in this course with an emphasis on the change of literary forms in light of societal restructuring. The course is conducted in German. Prerequisite: GER 204 or equivalent level of proficiency.

GER 0416 (Demand) 3 hrs. cr.
German Literature 1500 - 1800

The three centuries comprehend German literature from the German Renaissance to the Sturm und Drang period, including Reformation, Barock and Enlightenment. The course is conducted in German. Prerequisite: GER 204 or equivalent level of proficiency.

GER 0417 (Demand) 3 hrs. cr.
German Literature: 19th Century

The Weimarer Klassik with Goethe and Schiller, German Early Romanticism, the Biedermeier period, Realism and Naturalism form the basis for the topics of this course. The course is conducted in German. Prerequisite: GER 204 or equivalent level of proficiency; approval by instructor.

GER 0418 (Demand) 3 hrs. cr.
German Literature: 20th Century

Early 20th Century literature, marked by the influence of Friedrich Nietzsche and Sigmund Freud, embraces interdisciplinary, especially in the era before World War II, Expressionism. Post World War II literature constitutes the second half of the semester. The course is conducted in German. Prerequisite: GER 204 or equivalent level of proficiency; approval by instructor.

GER 0419 (Demand) 3 hrs. cr.
German and Austrian Literature at the Turn-of-the-Century

The course focuses on analysis and discussion of German and Austrian literature at the so-called "Turn of the Century," that is the end of the nineteenth and at the beginning of the twentieth century. The course has an intensive reading component and provides ample opportunities for the students to strengthen their speaking and writing skills in German. The course is taught in German. Prerequisite: GER 204 or equivalent level of proficiency. Course may be offered with a study abroad option.

GER 429 (Demand) 3 hrs. cr.
German Culture (Consortium)

Contemporary German Society or German Cinema offered by MSU, MSSU, SEMO, or UCMO. Syllabus and delivery platform (ITV, hybrid, or online) vary depending on the offering university. Prerequisite: GER 204 or equivalent level of proficiency.

GER 0498 (Demand) 1-8 hrs. cr.
Advanced Topics in German

Advanced topics not normally included in regular offerings. Prerequisites are determined by the department and stipulated in the syllabus for each specific offering.

GER 0499 (F,S) 1-3 hrs. cr.
Independent Study

Individually directed study in German. Prerequisite: Permission of instructor. The proposed study must be approved by instructor, adviser, department head and dean in advance of enrollment.

Japanese (JPN)

JPN 0100 (Demand) 1-3 hrs. cr.
Introductory Japanese

Introductory course which will acquaint students with Japanese alphabet, customs, culture and social behaviors. The course will mainly focus on spoken Japanese and Japanese written alphabet. No grammar or structural patterns will be explicitly taught in this course. Prerequisite: none.

JPN 0101 (F) 3 hrs. cr.

Beginning Japanese I

Pronunciation, conversation and grammar. Aural/oral drill. Prerequisite: None.

JPN 0102 (S) 3 hrs. cr.

Beginning Japanese II

Continuation of Japanese 101. Additional work in pronunciation, conversation and grammar. Aural/oral drill. Prerequisite: JPN 101 or equivalent level of proficiency.

JPN 0203 (F) 3 hrs. cr.

Intermediate Japanese I

Grammar review and continued aural/oral practice. Prerequisite: JPN 102 or equivalent level of proficiency.

JPN 0204 (S) 3 hrs. cr.

Intermediate Japanese II

Continuation of Japanese 203 with additional grammar review and continued aural/oral practice. Prerequisite: JPN 203 or equivalent level of proficiency.

JPN 0298 (Demand) 1-8 hrs. cr.

Topics in Japanese

Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus.

JPN 0305 (Demand) 3 hrs. cr.

Advanced Japanese I

First half of an advanced course on spoken and written Japanese. This third-year course will continue to focus on the spoken language, but increased attention will be given to reading in the native script and to writing. Students who enroll in the course must be able to read and write in hiragana and katakana and should be familiar with the basic kanji introduced in Japanese 100 and 200 level. Prerequisite: JPN 204 or placement test.

JPN 0306 (Demand) 3 hrs. cr.

Advanced Japanese II

Conclusion of an advanced course on spoken and written Japanese. This third-year course will continue to focus on the spoken language, but increased attention will be given to reading in the native script and to writing. Students who enroll in the course must be able to read and write in hiragana and katakana and should be familiar with the basic kanji introduced in Japanese 100 and 200 level. Prerequisite: JPN 305 or placement test.

JPN 0307 (Demand) 3 hrs. cr.

Introduction to Contemporary Japan

This course is intended as a cultural introduction to contemporary Japan. It has been designed to examine the up-to-date culture and society of Japan including family life, kinship system, life cycle, socialization, social and political organization, economics, religion and rural and urban life. The student will learn much of Japan and leave the course with increased understanding of current Japanese culture and society. The course is taught in Japanese and English with readings in English. Prerequisite: JPN 204 or equivalent level of proficiency.

JPN 0310 (Demand) 3 hrs. cr.

Japanese Culture and Civilization

This course seeks to provide for students an appreciation of the fundamentals shaping Japanese civilization, be they religious, philosophical, economic, literary, linguistic or artistic. It examines the major trends in the development of civilization in Japanese history from prehistory to the modern period. The course is taught in Japanese and English with readings in English. Prerequisite: JPN 204 or equivalent level of proficiency.

JPN 0498 (Demand) 1-8 hrs. cr.

Advanced Topics in Japanese

For upper-division students. Topics to be announced each time the course is offered. Prerequisites are determined by the department and stipulated in the syllabus.

JPN 0499 (F,S) 1-3 hrs. cr.

Independent Study

Individually directed study in Japanese. Prerequisite: Permission of instructor. The proposed study must be approved by the instructor, adviser, department head and dean in advance of enrollment.

Russian (RUS)

RUS 0101 (F) 3 hrs. cr.

Beginning Russian I

Emphasis on developing proficiency in listening, speaking, reading and writing the Russian language. Prerequisite: None.

RUS 0102 (S) 3 hrs. cr.

Beginning Russian II

A continuation of RUS 101. Further development of proficiency in listening to, speaking, reading and writing the Russian language. Prerequisite: RUS 101 or equivalent level of proficiency.

RUS 0103 (Demand) 6 hrs. cr.

Accelerated Russian for Business

An intensive overview of Russian language for beginners, developing working proficiency in listening, speaking, reading and writing in the area of business. Prerequisite: None.

RUS 0203 (F) 3 hrs. cr.

Intermediate Russian I

Systematic development of proficiency in Russian. Prerequisite: RUS 102 or equivalent level of proficiency.

RUS 0204 (S) 3 hrs. cr.

Intermediate Russian II

A continuation of RUS 203. Further systematic development of proficiency in Russian. Prerequisite: RUS 203 or equivalent level of proficiency.

RUS 0298 (Demand) 1-8 hrs. cr.

Topics in Russian

Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus.

RUS 0305 (Demand) 3 hrs. cr.

Conversation and Composition

Another step in developing a more comprehensive proficiency in Russian with a particular emphasis on speaking and writing. The course demands from the student an active use of new and already acquired vocabulary and grammar structures, as well as of syntactical features of oral and written expression. Prerequisite: RUS 204 or equivalent level of proficiency.

RUS 0306 (Demand) 3 hrs. cr.

Russian Culture & Civilization

Introduction to the Russian cultural history and contemporary life. Analysis and discussions focus on major historical, political, social and cultural events and the way they shaped Russian civilization. Russian cultural perspectives are analyzed as they are expressed in a variety of cultural products and practices. The course is taught in English. There are no prerequisites. Course may be offered with a study abroad option.

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RUS 0325 (Demand) 3 hrs. cr.
Film in Soviet and Russian History

A survey of the most important aspects of cinematography and cinematographic production in the Soviet Union and Russia. Covers major figures in the field of film as well as an introduction to the major filmic schools and movements. Taught in Russian with readings in both Russian and English. Prerequisite: RUS 204 or equivalent level of proficiency.

RUS 0330 (Demand) 3 hrs. cr.
Russian Short Story

A survey of the major Russian short stories of the 19th and 20th centuries. Classes will involve discussion of the main figures of Russian literature. The course is to be taught entirely in Russian with readings in the original. Prerequisite: RUS 204 or equivalent level of proficiency.

RUS 0498 (Demand) 1-8 hrs. cr.
Advanced Topics in Russian

For upper-division students. Topics to be announced each time the course is offered. Prerequisite: RUS 204 or equivalent level of proficiency.

RUS 0499 (F,S) 1-3 hrs. cr.
Independent Study

Individually directed study in Russian. Prerequisite: Permission of instructor. The proposed study must be approved by the instructor, adviser, department head and dean in advance of enrollment.

Spanish (SPAN)

SPAN 0101 (F,S) 3 hrs. cr.
Beginning Spanish I

This course is the first semester of Spanish language instruction. The course aims to develop skills in listening, speaking, reading and writing, as well as to expose students to the diversity of cultures in the Spanish-speaking world. Prerequisite: None.

SPAN 0102 (F,S) 3 hrs. cr.
Beginning Spanish II

This course is the second semester of Spanish language instruction. The course continues to develop skills in listening, speaking, reading and writing and expose students to the diversity of cultures in the Spanish-speaking world. Prerequisite: SPAN 101 or equivalent level of proficiency.

SPAN 0200 (Demand) 3 hrs. cr.
Introduction to Mexican Culture and Civilization

An introduction to the Mexican cultural, political history and the contemporary expressions of Mexican civilization in the arts. Mexican cultural perspectives are analyzed as they are expressed in a variety of cultural products and practices. The course combines an on-campus academic component with travel-study in Mexico. Students will visit sites of historical, architectural and cultural interest. Course will be offered only with a study abroad option. This course will not fulfill any portion of the foreign language requirement for students earning a Bachelor of Arts degree nor the Bachelor of Science degree in Education. Prerequisite: none.

SPAN 0203 (F,S) 3 hrs. cr.
Intermediate Spanish I

This course is the third semester of Spanish language instruction. The course continues to develop skills in listening, speaking, reading and writing and expose students to the diversity of cultures in the Spanish-speaking world. Prerequisite: SPAN 102 or equivalent level of proficiency.

SPAN 0204 (F,S) 3 hrs. cr.
Intermediate Spanish II

This course is the fourth semester of Spanish language instruction. The course continues to develop skills in listening, speaking, reading and writing and expose students to the diversity of cultures in the Spanish-speaking world. Prerequisite: SPAN 203 or equivalent level of proficiency.

SPAN 0298 (Demand) 1-8 hrs. cr.
Topics in Spanish

Topics not normally included in another course. Prerequisites are determined by the department and stipulated in the syllabus.

SPAN 0300 (F,S) 3 hrs. cr.
Grammar and Composition (Writing Intensive)

Initial oral and written composition with emphasis on grammar; verbal aspect, modals and tense contrasts through significant practice and sentence drills. Taught in Spanish. Prerequisite: SPAN 204 or equivalent level of proficiency.

SPAN 0301 (Demand) 3 hrs. cr.
Introduction to Literature and Spanish Language Review

This course is designed to serve as a bridge between the basic language Spanish courses and upper level literature and composition courses, including SPAN 300. Students will review and refine their usage of grammar previously taught while learning the vocabulary and analytical skills necessary in the study of literature written in Spanish. The course is taught in Spanish. Prerequisite: SPAN 204 or equivalent level of proficiency.

SPAN 0306 (F) 3 hrs. cr.
Introduction to Spanish Civilization (Writing Intensive)

Continued development of the four basic language skills through reading and conversation in Spanish culture. The study of more complex patterns in communicative skills is emphasized. Taught in Spanish. Prerequisite: SPAN 204 or equivalent level of proficiency.

SPAN 0307 (S) 3 hrs. cr.
Introduction to Latin American Civilization

Continued development of the four basic language skills in the language through reading and conversation in Latin American Culture. The study of more complex patterns in communicative skills is emphasized. Taught in Spanish. Prerequisite: SPAN 204 or equivalent level of proficiency.

SPAN 0308 (Demand) 3 hrs. cr.
Latin American Civilization: Mexico

An overview of the history of Latin American civilization using Mexico as the main frame of references and the major case for study. Taught in Spanish. Prerequisite: SPAN 204 or equivalent level of proficiency. Course may be offered with a study abroad option.

SPAN 0309 (Demand) 3 hrs. cr.
Contemporary Mexican Culture & Civilization

Introduction to the Mexican cultural and political history and the contemporary expressions of its civilization in the arts. Analysis and discussions focus on major historical, political, social and cultural events and the way they shaped contemporary Mexican civilization. Mexican cultural perspectives are analyzed as they are expressed in a variety of cultural products and practices. The course is taught in Spanish. Prerequisite: SPAN 204 or equivalent level of proficiency. Course may be offered with a study abroad option.

SPAN 0310 (F) 3 hrs. cr.
Conversation I

Emphasis on the basic survival skills of understanding, speaking and reading in Spanish and on the study of the Spanish speaking cultures. Taught in Spanish. Prerequisite: SPAN 204 or equivalent level of proficiency.

SPAN 0320 (Demand) 3 hrs. cr.
Conversations and Readings

Emphasis is on the improvement of conversational skills using cultural readings and short stories as the catalysts for intermediate level discourse. The course will be offered abroad. Prerequisites: SPAN 204 or equivalent level of proficiency.

SPAN 0326 (S) 3 hrs. cr.
Peninsular Literature from El Cid to the Present

Spain's literary history and important representative works and writings from El Cid to the present. Taught in Spanish. Prerequisite: SPAN 300 or equivalent level of proficiency.

SPAN 0335 (Demand) 3 hrs. cr.
Mexican Literature (Writing Intensive)

Major figures and movements in the history of Mexican literature with an emphasis on the 20th century. Taught in Spanish as a seminar. Weekly lectures will alternate with discussion of the readings on a one-to-one basis. Prerequisite: SPAN 300 or equivalent level of proficiency. Course may be offered with a study abroad option.

SPAN 0336 (F) 3 hrs. cr.
Survey of Spanish American Literature

Survey of Spanish American literature from its beginnings to the present. Taught in Spanish. Prerequisite: SPAN 300 or equivalent level of proficiency.

SPAN 0340 (Demand) 3 hrs. cr.
Latin American Cinema

A survey of the most important aspects of cinematography and cinematographic production in Latin America. Covers major figures in the field of film as well as an introduction to the major filmic schools and movements. Special emphasis will be placed on the cultural context that made the reception and production of the motion pictures a significant event. The course is to be taught entirely in Spanish with readings in both Spanish and English. Prerequisite: SPAN 204 or equivalent level of proficiency.

SPAN 0343 (Demand) 3 hrs. cr.
Hispanic Children's Literature

Children's literature in Spanish from the Hispanic world in all genres. Weekly lectures on the readings will focus on cultural idiomatic recognition as well as cultural behavioral conditions under which the texts were created. Taught in Spanish. Prerequisite: SPAN 300 or equivalent level of proficiency.

SPAN 0345 (Demand) 1-8 hrs. cr.
Internship in Spanish

Off-campus work experience in areas related to professional goals of students. For advanced students in Spanish. Application must be made during the first half of one semester for the following semester and must be approved prior to enrolling. Students work under joint supervision of a faculty member and a representative of the organization providing the intern experience. A student may repeat the course to a maximum of 8 hours credit. Prerequisites: A minimum of 18 hours in Spanish with a minimum 3.0 GPA; approval of department head before enrolling. Some internships may have specific prerequisites. Guidelines for the internship program are available in the department's offices and must be followed.

SPAN 0350 (Demand) 3 hrs. cr.
Latin American Contemporary Issues

Current Latin American issues studied with the goal of developing consciousness about the last 30 years of Latin American reality from the perspective of the people. Taught in Spanish with some materials in English. Uses written articles, the Internet and World Wide Web, the Latin American press and movies. Prerequisite: SPAN 300 or equivalent level of proficiency.

SPAN 0360 (Demand) 3 hrs. cr.
Introduction to Medical Interpretation (Spanish/English)

This course prepares students to interpret and culturally mediate a variety of medical situations. The course will be taught in Spanish. Prerequisites: Intermediate High language skills on the Oral Proficiency Interview as defined by the American Council on the Teaching of Foreign Languages, ENG 101 & ENG 102 or equivalent, SPAN 300 or equivalent.

SPAN 0375 (Demand) 3 hrs. cr.
Latin American Folklore

Introduction to the folklore stories of Latin America from pre-Colombian societies through the contemporary period. Analysis and discussions focus on historical, religious and cultural events and the development of myths and legends within Latin American civilization. The course is taught in Spanish. Prerequisite: SPAN 300 or equivalent level of proficiency. Course may be offered with a study abroad option.

SPAN 0399 (Demand) 1-12 hrs. cr.
Spanish Study Abroad

Academic credit(s) will be granted to individuals who complete one or two semesters of a university sponsored study abroad program in a Spanish speaking country. Course(s) taught in Spanish and completed abroad that are listed as upper division general electives on the student transcript may be amended as Spanish Study Abroad credit(s) to fulfill up to 12 hours of Spanish upper division elective credit. Prerequisite: Must have completed 60 hours prior to the study abroad experience and SPAN 204 or its equivalent. The proposed courses for the study abroad experience must be approved in advance by the academic adviser and the department head.

SPAN 0400 (Demand) 3 hrs. cr.
Hispanic Drama

Select works from Spain and Spanish America's most prominent playwrights. Readings and lectures with discussion on the socio-economic, political and cultural implications of different plays. Taught in Spanish. Prerequisite: SPAN 300 or equivalent level of proficiency.

SPAN 0410 (S) 3 hrs. cr.
Conversation II

Spanish language and culture in the framework of the students' potential areas of contact: personal, travel and occupational. Conversation is the major course component. Taught in Spanish. Prerequisite: SPAN 300 or equivalent level of proficiency.

SPAN 0420 (Demand) 3 hrs. cr.
Advanced Grammar and Composition

(Writing Intensive)

Advanced study of the three major components of Spanish grammar, with emphasis on: verbal moods, lexical items, the effects of stress, idiomatic usage orthography, the principles of translation and composition. Prerequisite: SPAN 300 or equivalent level of proficiency.

SPAN 0430 (Demand) 3 hrs. cr.
Protocol and Procedures of
Medical Interpretation (Spanish/English)

This course is an introduction to the general principles, procedures, roles and ethical behaviors of medical interpreters. This course is taught in Spanish. Prerequisites: Intermediate High language skills on the Oral Proficiency Interview as defined by the American Council on the Teaching of Foreign Languages, ENG 101 & ENG 102 or equivalent, SPAN 300 or equivalent.

SPAN 0440 (Demand) 3 hrs. cr.
Translation Spanish/English

Introduction to the general principles, procedures, theories and tools of translating. Students will translate a wide variety of short texts from English to Spanish or from Spanish to English. Some basic principles of linguistics will be covered. Prerequisites: Excellent English language skills and the completion of SPAN 300 or equivalent proficiency.

SPAN 0498 (Demand) 1-8 hrs. cr.
Advanced Topics in Spanish

This course is for upper-division students. Topics to be announced each time the course is offered. Prerequisite: As stated in the syllabus for the specific offering.

SPAN 0499 (F,S) 1-3 hrs. cr.
Independent Study

Individually directed study in selected areas for advanced majors in Spanish. Prerequisite: Must have completed 90 hrs. with a cumulative GPA of 3.0 and must have 15 hrs. in Spanish at any level. The proposed study must be approved by instructor, adviser, department head and school dean prior to enrollment.

Other Languages (OL)

OL 0298 (Demand) 1-8 hrs. cr.
Topics in Foreign Languages

Languages not currently a part of the curriculum may be offered on appropriate demand, subject to the availability of faculty. For each offering, a course in a specific target language will be structured with the objective of developing the speaking, understanding, reading and writing skills of the student in the target language. Each offering will have a syllabus stating specific requirements of the course as well as prerequisites.

OL 0498 (Demand) 1-8 hrs. cr.
Advanced Topics in Foreign Languages

Advanced studies in foreign languages and literatures not currently part of the curriculum may be offered on appropriate demand, subject to the availability of faculty. For each offering, a course in a specific language will be structured with the objective of developing further the speaking, understanding, reading and writing skills of the student in the target language, as well as developing a further awareness of the literature of the specific language. Each offering will have a syllabus stipulating specific requirements of the course as well as prerequisites.

Translating (TRAN)

TRAN 0300 (Demand) 3 hrs. cr.
Introduction Professional Translating

An introduction to the general principles, procedures, theories and tools of translating. Students will translate a wide variety of short texts into English. Some basic principles of linguistics will be covered. The language combinations possible will be determined by the availability of faculty at the time of preregistration for the course. Prerequisites: Excellent English language skills and completion of at least one foreign language course at the 300 level or equivalent.

GEOGRAPHY

Webster Hall 241 • 417.625.9564

Faculty Locher - Head, Smith

Mission

Preparing students for dynamic leadership and responsible citizenship is the mission of the Department of Social Sciences. The department provides students with the opportunity to cultivate critical thinking, communication and technological skills that will continue to be of value in the complex world of the 21st century. The faculty offers substantive instruction and intellectual challenge within the Social Sciences. The department emphasizes opportunities to engage in the international world in support of the University's international mission. Finally, the Department of Social Sciences builds bridges to the local community through academic internships, public events, partnerships with local institutions and sponsorship of academic programs and events for local schools' students and teachers.

Geography is concerned with the spatial dimension of human experience, namely, space and place. As an integrative discipline, it brings together the physical and human dimensions of the world in the study of people, places and environments. The subject matter of geography is the Earth's surface and the processes that shape it, the relationships between people and environments and the connections between people and places.

The minor in Geography emphasizes topical and regional studies, complementing programs of study for students majoring in International Studies, History, Political Science and Sociology, among other fields of study. Though a major is not offered, sufficient hours are available to meet social studies teacher certification standards, as well as to provide a solid basis for graduate studies in geography. The Geography minor consists of 18 Semester Hours, as outlined below.

Minor in Geography

Minor Code GE80

Semester Hours

Required Core (9 hours)	9
GEOG 211 Regions and Nations	3
GEOL 201 Physical Geography*	3
OR	
GEOG 304 Geographic Information Systems	3
GEOG 310 Human and Cultural Geography	3
GEOG Electives (6 hours must be upper division)	9
Total	18**

*For course description, see under Geology.

**Substitutions may be made with departmental approval.

For additional information contact:

Dr. Steve Smith

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Or

Dr. David Locher

Office: Webster Hall 245

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Email: locher-d@mssu.edu

Course Descriptions

GEOG 0101 (Demand) 3 hrs. cr.
Introduction to Geography

An introduction to geography, with the goal of increasing geographic literacy and recognizing the importance of geography in everyday life. This course introduces students to the discipline, its basic principles and major concepts, tools, techniques and methodological approaches. It traces the development of modern geography and surveys its physical and human sub-disciplines.

GEOG 0211 (Demand) 3 hrs. cr.
Regions and Nations

Survey of the peoples of the earth and how their activities are influenced by climate, topography, natural resources and culture with class time devoted to discussion of important topical areas in each region.

GEOG 0298 (Demand) 3 hrs. cr.
Topics in Geography

Special geography topics of current interest. Subjects and instructors are changed each semester. Students are encouraged to submit areas of interest to the Social Science Department.

GEOG 0302 (Demand) 3 hrs. cr.
People and the Environment: A Global Perspective

An examination of social causes and consequences of environmental problems in different regions of the world with an emphasis on philosophical perspectives and practical solutions to such problems. Prerequisites: students must have completed general education requirements in life and physical sciences. Cross-listed as INTS 302.

GEOG 0304 (F-Demand) 3 hrs. cr.
Geographic Information Systems

Explores the expanding use of Geographic Information Systems (GIS) in ecology, environmental health and related fields. Satisfies the computer literacy requirement for environmental health majors. Prerequisite: BIO 101 or 112 or 121 or 122. Cross listed as BIO 304 and EH 304.

GEOG 0310 (Demand) 3 hrs. cr.
Human and Cultural Geography (Writing Intensive)

This course focuses on spatial approaches to understanding the ongoing organization and reorganization of human cultural, economic, political and urban activities at various spatial scales, such as the local context, regional context and the international context. Prerequisite: Junior standing or consent of instructor.

GEOG 0311 (Demand) 3 hrs. cr.
Geopolitics: Power and Conflict in a Global Context

Geographic factors that have influenced international relations and the policies of states as political units. Emphasis on geopolitics, religion, racial and ethnic groupings and other factors that may contribute to unity or disunity. Prerequisite: Junior Standing.

GEOG 0322 (Demand) 3 hrs. cr.
Economic Geography

World commodities and geographic factors that affect their production and make them significant to the world economy. Prerequisite: Junior standing.

GEOG 0422 (Demand) 3 hrs. cr.
Geography of the United States and Canada

Geographic analysis of the United States and Canada with emphasis on regional variations of social, economic and physical phenomena. Prerequisite: Junior standing.

GEOG 0457 (Demand) 3 hrs. cr.
Urban Geography

Analysis of the characteristic pattern of urban space, spatial organization of urban settlement and urban societies. Prerequisite: Junior standing.

GEOG 0498 (Demand) 3 hrs. cr.
Advanced Topics in Geography

Study and analysis of selected topics in advanced regional geography.

GEOG 0499 (Demand) 1-3 hrs. cr.
Independent Study

For students who wish to do an in-depth study of some specialized topic or who wish to pursue a topic not considered in the departments course offerings. The individualized project will be directed by an instructor/adviser from the geography faculty in consultation with the student. Repeatable up to six credit hours.

GEOLOGY

Reynolds Hall 210 • 417.625.9766

Faculty Archer - Head, Knapp

Geology, the study of the processes shaping planet earth, is of interest to civil engineers, environmental scientists, geographers and biologists. Professionals find their background in geology useful for graduate studies, land-use planning, assessment of natural environmental hazards, resource development, water-use issues and waste disposal.

Geophysics studies the underlying forces responsible for geologic processes and develops the technology for probing the subsurface and interior of the earth. Professional geophysicists work to understand the nature of volcanic eruptions, the behavior and potential prediction of earthquakes, the mechanisms behind continental drift, how to better predict the behavior of the atmosphere and to develop technologies to search for new mineral and energy resources.

The Chemistry and Physical Science Department participates in a cooperative transfer program with the Missouri University of Science & Technology which allows students to complete their first two years of study toward a Bachelor of Science degree in either geology or geophysics at Missouri

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Southern and then transfer to Missouri S&T for the completion of the last two years of the degree. The program is adaptable so that students may also complete the degree at the University of Missouri at Columbia or Missouri State University in Springfield.

The geology courses at Southern support majors in other fields such as geography and environmental health and enable students to meet state certification requirements for teaching general science and earth science at the 7th through 12th grade levels.

For additional information contact:

Dr. John Knapp
Office: Reynolds Hall 208
Phone: 417.625.9720
Email: knapp-j@mssu.edu

Course Descriptions

GEOL 0120 (F-Odd) 4 hrs. cr. **Introduction to Geology**

Materials of the earth, structures and geologic features of the surface in relation to the processes and forces producing them. Laboratory study of minerals and rocks and topographic and geologic maps. Additional one-day field trips may be required. Three lectures, one 3-hour lab per week.

GEOL 0185 (S-Even) 4 hrs. cr. **Introduction to Meteorology**

Fundamentals of the circulation of the atmosphere, sequence of weather events, weather forecasting, and severe weather. Includes interpretation of weather maps. Three lectures and one 2-hour laboratory per week. Prerequisite: qualified to take the core math requirement, Math 125 recommended.

GEOL 0201 (F-Even) 3 hrs. cr. **Physical Geography**

Study of the physical or natural aspects of man's environment, with emphasis on land form development, oceanographic features and climate. Students may not receive credit for both GEOL 120 and GEOL 201.

GEOL 0202 (Demand) 1 hr. cr. **Map and Photo Interpretation**

An introduction to the interpretation of topographic maps, aerial photos and satellite images. One 3-hour laboratory per week. Designed to compliment GEOL 201. Prerequisite: GEOL 201 or equivalent, may be taken concurrently. Students may not receive credit for both GEOL 120 and GEOL 202.

GEOL 0210 (F,S-Odd) 3 hrs. cr. **Fundamentals of Earth and Space Science**

Materials of the earth, geologic features and landscapes of the earth's surface in relation to the processes producing them; interrelationships between geologic processes and the earth's atmosphere and oceans; geologic description of the solar system; basic concepts in astronomy and meteorology. Prerequisite: PHYS 100 or 101 or consent of instructor. Three lectures per week.

GEOL 0212 (F,S-Odd) 1 hr. cr. **Earth & Space Science Lab**

Laboratory study of rocks and minerals, landscapes features as revealed in maps and stereo photos, weather maps and data, astronomical observations and earth-sun-solar system interrelationships. One-day field trips and some

night-time astronomical observations are required. This course is designed primarily for students specializing in elementary education. Co-requisite: GEOL 210 must be taken concurrently. One 3-hour lab per week. (Additional lab fee will be required.)

GEOL 0298 (Demand) 1-3 hrs. cr. **Topics in Geology**

Special Topics in geology not normally offered in other courses. Prerequisites to be determined by department.

GEOL 0300 (S-Odd) 3 hrs. cr. **Environmental Geology**

An introduction to our relationship to the earth's environment. The limitations of natural resources and discussion of consequences of the exploitation of natural resources are considered along with the demands of humanity upon the environment. Overview of natural environmental hazards, including volcanoes, earthquakes, subsidence landslides, floods and asteroid impacts. Prerequisite: Five credits in physical science, physics and/or chemistry. Cross listed as EH 300.

GEOL 0320 (Demand) 4 hrs. cr. **Historical Geology**

A comprehensive study of the history of the earth within a plate-tectonics context. Emphasizes the global evolution of landscapes and the fossil record. Laboratory includes geologic mapping, the interpretation of geologic history from map and fossil data, and fossil identification. Three lectures, one 2-hour lab per week. Prerequisites: GEOL 120 and either BIO 101 or higher level Biology course.

GEOL 0430 (Demand) 1-3 hrs. cr. **Internship in Geology**

In conference with departmental representatives at least six weeks in advance, the student shall elect to work and observe in any area of applied geology in which on-the-job experience would be beneficial to the student's training. Prerequisites, Junior standing in chemistry, physics, biology or pre-engineering or by permission.

GEOL 0498 (Demand) 1-3 hrs. cr. **Advanced Topics in Geology**

In depth study of the geology of a particular region or system of regions through classroom sessions and/or field trips. Extended field trips will require a special lab fee and, in some cases, special physical conditioning or training. The region or area of interest varies from year to year. Prerequisites: GEOL 320 and/or consent of the instructor.

GEOL 0499 (Demand) 1-3 hrs. cr. **Geology Field Studies**

Individual work under the supervision of a staff member with credit and hours to be arranged. Problems may be undertaken in any field of geology with adequate preparation and the consent of the supervising instructor. Prerequisite: 3 hours of Physical Science or permission of instructor.

HISTORY

Webster Hall 241 • 417.625.9564

Faculty Locher - Head, Tannenbaum, Teverow, Wagner, Wheeler

Mission

Preparing students for dynamic leadership and responsible citizenship is the mission of the Department of Social Sciences. The department provides students with the opportunity to cultivate critical thinking, communication and technological skills that will continue to be of value in the complex world of the 21st century. The faculty offers substantive instruction and intellectual challenge within the Social Sciences. The department emphasizes opportunities to engage in the international world in support of the University's international mission. Finally, the Department of Social Sciences builds bridges to the local community through academic internships, public events, partnerships with local institutions and sponsorship of academic programs and events for students and teachers at local schools.

A Bachelor of Arts degree with a major in History prepares students for entering career positions in business, governmental and community service fields and for entry into graduate programs in the social sciences and law. A Bachelor of Science in Education with a major in Social Studies - History emphasis - certifies a student to enter professional teaching at the secondary school level. A minor in History is available for students majoring in other disciplines.

General Education Requirements and Missouri statute requirements are met by HIST 110 or HIST 120. HIST 130 and HIST 140 meet the General Education requirement in Area I, International Cultural Studies.

HIST 130 or 140 is a prerequisite for all Upper Division European courses. HIST 150 is a prerequisite for all Upper Division Asian History courses. HIST 160 is a prerequisite for all Upper Division Latin American History courses.

Student Organizations

The History Club is open to all students who are interested in history. The club provides an informal setting for students to pursue their interests in history and sponsors a wide variety of activities each semester.

Pi Alpha Theta is the national honor society in history. Pi Alpha Theta recognizes academic excellence in the field and encourages its members to participate in the activities of its national organization. Locally, Pi Alpha Theta members share many activities with the History Club.

Bachelor of Arts with a Major in History

Major Code H100

Semester Hours

General Education Requirements (p. 45) 46-47* 43-44

Computer Literacy Requirement - determined by

Social Sciences Department 3

Foreign Language (four courses in one language) 12

History Requirements 42

HIST 110	U.S. History 1492-1877	3
HIST 120	U.S. History 1877-Present	3
HIST 130	Western Civilization to 1660	3
HIST 140	Western Civilization Since 1660	3
HIST 150	Asian Civilizations	3
HIST 160	History of Latin America	3
HIST 201	Introduction to Historical Research**	3
HIST 497	Seminar in Historical Research**	3

Upper Division U.S. History Courses**	6
Upper Division European/Global History courses**	6
Upper Division Latin American History course**	3
Upper Division Asian History course	3
General Electives (minor recommended)	23-24
Total	124***

*Required History courses satisfy major requirements and 3 hours of General Education Requirements.

**See Prerequisites

***Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Science in Education with a Major in Social Studies Grades 9-12 Certification History Emphasis Single Teaching Field

Major Code ES19

Semester Hours

General Education Requirements (p. 45) 46-47* 34-35

History Requirements 39

HIST 110	U.S. History 1492-1877	3
HIST 120	U.S. History 1877-Present	3
HIST 130	Western Civilization to 1660	3
HIST 140	Western Civilization Since 1660	3
HIST 150	Asian Civilizations	
OR		
HIST 160	History of Latin America	3
HIST 201	Introduction to Historical Research**	3
HIST 497	Seminar in Historical Research**	3
Upper Division U.S. History courses**		6
Upper Division European/Global History course		3
Upper Division Latin American or Asian course**		3
Upper Division History courses**		6

Supporting Requirements 21

PSC 120	Gov't: U.S./State/Local	3
PSC	Upper Division course	3
SOC 110	Introduction to Sociology	3
SOC	Upper Division course	3
GEOG 211	Regions and Nations	3
GEOG	Upper Division course	3
ECON 180	American Economic Systems	3

Education Certification Requirements (p. 179) 39-42

Total 133-137

*Required history, political science, sociology/economics and psychology courses satisfy major requirements and 12 hours of General Education Requirements.

**See Prerequisites

Minor in History

Minor Code H180

Semester Hours

HIST 110	U.S. History 1492-1877	3
HIST 120	U.S. History 1877-Present	3
HIST 130	Western Civilization To 1660	
OR		
HIST 140	Western Civilization Since 1660	3
HIST	Upper Division U.S. History Course*	3
HIST	Upper Division European or Asian or Latin American Courses*	6

108 HISTORY

Total18

*Must be chosen with approval of history adviser.

Minor in American Studies

Minor Code HI81

	Semester Hours
Required	15
HIST 110 U.S. History 1492-1877	3
HIST 120 U.S. History 1877-Present	3
PSC 120 Government: U.S., State and Local	3
ENG 281 American Literature I	3
ENG 282 American Literature II	3
Select two courses from the following	6
American History - HIST 310, 325, 330, 335, 340, 343, 344, 345, 350, 360, 365, 373, 405, 410	
Political Science - PSC 301, 311, 314, 431, 432	
Geography - GEOG 422 Geography of U.S. and Canada	
American Literature - ENG 381 Studies in American Literature	
Anthropology - ANTH 302 North American Indian	
Total	21

Minor in Latin American Studies

Minor Code GE81

	Semester Hours
Foreign Language (four courses in one language)	12
Select two courses from the following:	6
HIST 160 History of Latin America	3
HIST 342 Latin American Revolutions (WI)	3
HIST 474 Colonial Latin America	3
HIST 475 Modern Latin America	3
Select two courses from the following	6
GEOG 211 Regions and Nations	3
FREN 301 Readings and Conversation	3
FREN 305 Contemporary Francophone Cultures	3
FREN 325 French Cinema	3
FREN 405 Francophone Literature	3
SPAN 307 Introduction to Latin American Civilization	3
SPAN 308 Latin American Civilization: Mexico	3
SPAN 309 Contemporary Mexican Culture and Civilization	3
SPAN 310 Conversation I	3
SPAN 335 Mexican Literature	3
SPAN 336 Survey of Spanish American Literature	3
SPAN 340 Latin American Cinema	3
SPAN 343 Hispanic Children's Literature	3
SPAN 350 Latin American Contemporary Issues	3
SPAN 400 Hispanic Drama	3
SPAN 410 Conversation II	3
PSC 332 Comparative Politics: Developed Countries	3
Total	24

For additional information contact:

Dr. David Locher

Office: Webster Hall 245

Phone: 417.625.9565

Email: locher-d@mssu.edu

Course Descriptions

HIST 0201 (S) 3 hrs. cr. Introduction to Historical Research

A formal introduction to the discipline of history and the skills needed for studying it. Emphases include basic research techniques, critical reading of primary and secondary sources and the recommended styles and strategies for writing research papers. Required of all History BA and all Social Studies (History emphasis) BSE majors as a prerequisite for upper-division History courses. Prerequisite: HIST 110 or 120 or 130 or 140.

HIST 0298 (Demand) 3 hrs. cr. Topics in History

Special historical topics are examined. Students are encouraged to submit areas of personal interest to guide in the selection of the topics.

HIST 0496 (Demand) 3-8 hrs. cr. Internship in History

Practical, professional training in archival skills and museum management in an area historical museum, archival institution or historic site, under the supervision of a faculty member and a professional from the participating institution. No more than three hours may be counted toward a major or minor. Prerequisite: Junior standing or above and departmental approval. Repeatable up to eight credit hours.

HIST 0497 (Demand) 3 hrs. cr. Seminar in Historical Research (Writing Intensive)

Topics pertaining to an era or historical problem of special interest to the instructor and students. Emphasis on student's ability to research, assimilate and present new areas of knowledge. Prerequisite: Junior standing, HIST 201, ENG 102 and 6 hours upper-division history.

HIST 0498 (Demand) 3 hrs. cr. Advanced Topics in History

Advanced topics not covered in other history offerings. Emphasis on student's ability to research, assimilate and present new areas of knowledge. Prerequisite: Junior or senior status.

HIST 0499 (Demand) 1-3 hrs. cr. Independent Study

Individualized project directed by the instructor/adviser with approval of department head and school dean. Advanced standing in the major field and a minimum GPA of 3.0 are required. Repeatable up to six credit hours.

U. S. History

HIST 0110 (F,S) 3 hrs. cr. United States History 1492-1877

Survey of the United States from the era of discovery through reconstruction. Prerequisite: UE 150 or a score of 17 or higher on the ACT Reading Section.

HIST 0120 (F,S) 3 hrs. cr. United States History 1877 to Present

Survey of the economic, social and political development of the United States from 1877 to the present. Prerequisite: UE 150 or a score of 17 or higher on the ACT Reading Section.

HIST 0310 (Demand) 3 hrs. cr.
United States Social and Intellectual History

Survey of the ideas, values and institutions that have nurtured and influenced the United States during the great industrial expansion and emergence as a technology leader to the dilemmas of the 1970's and 1980's. Prerequisite: Three hours of history or consent of instructor.

HIST 0320 (Demand) 3 hrs. cr.
The Civil Rights Era

A study of the African-American struggle for civil rights. While surveying the period from the end of Reconstruction to the present day, this course will focus primarily on events from 1954-1968. Prerequisite: HIST 120.

HIST 0325 (Demand) 3 hrs. cr.
The American West

Explores the conquest of the American West by Spanish, French and American settlers and its effects on the native inhabitants of the region. The development of the mythic west will also be examined. Prerequisite: HIST 110 or 120.

HIST 0330 (Demand) 3 hrs. cr.
History of the American Indians

A Survey of the social, political, diplomatic, military and legal history of Native American society. Prerequisite: HIST 110 or 120.

HIST 0332 (Demand) 3 hrs. cr.
The Great Depression & World War II

An in-depth study of the American experience during the Great Depression and World War II. Prerequisite: HIST 120.

HIST 0343 (Demand) 3 hrs. cr.
The U.S. and the Cold War

A study of the 20th century struggle for global influence between the United States and the Soviet Union. Prerequisite: HIST 120.

HIST 0344 (Demand) 3 hrs. cr.
America in Vietnam

A political, diplomatic, military and social study of the U. S. involvement in Vietnam from 1945 to 1975. Prerequisite: HIST 120.

HIST 0345 (Demand) 3 hrs. cr.
Age of Jefferson and Jackson

Early political development in the United States. Evolution of the presidency over the first years of the new government, the triumph of Jeffersonian ideas, social trends and the rise of nationalism. Prerequisite: HIST 110 or 120.

HIST 0350 (Demand) 3 hrs. cr.
Civil War and Reconstruction *(Writing Intensive)*

Causes of the Civil War, slavery and reform movements before the Civil War. Traces the development of reconstruction and political developments of the era. Prerequisite: HIST 110 or 120.

HIST 0360 (Demand) 3 hrs. cr.
History of Missouri

Missouri's growth from its early settlement to the present. Emphasis on political, economic, institutional and social development. Prerequisite: HIST 110 or 120.

HIST 0365 (Demand) 3 hrs. cr.
Colonial North America *(Writing Intensive)*

Discovery, conquest and development from 1492-1781. The imperial struggles between Spain, France, England and various Native Americans will be emphasized, along with the social, cultural and economic growth of the European colonies. Prerequisite: HIST 110 or 120.

HIST 0373 (Demand) 3 hrs. cr.
Women in U.S. History *(Writing Intensive)*

A survey of the historical experience of American women from the colonial period to the modern era. Prerequisite: HIST 110 or 120.

HIST 0405 (Demand) 3 hrs. cr.
The Gilded Age and Progressive Era

A survey of United States history from the end of Reconstruction through the 1920s.

HIST 0410 (Demand) 3 hrs. cr.
The United States 1945-Present *(Writing Intensive)*

Selected topics in United States history between 1945 and the end of the twentieth century. Prerequisite: HIST 120.

HIST 0415 (F) 3 hrs. cr.
African American History and Culture

Understanding African American history is indispensable for understanding American history. This is true because African Americans have made extraordinary contributions to American culture and society, including but not limited to, social movements to achieve full participation in that society.

European and Global History

HIST 0130 (F,S) 3 hrs. cr.
Western Civilization to 1660

Survey of the development and progress of western civilization from its origins through the Reformation. Changes in political organization, religion, artistic expression and daily life in the ancient Near East, Greece, Rome and Christian Europe.

HIST 0140 (F,S) 3 hrs. cr.
Western Civilization since 1660

Survey of Western societies from the Baroque Era to the retreat of European colonialism. Major emphasis on development of the nation-state, the impact of industrialization, changes in political and religious outlook, the impact of revolutions and two world wars.

HIST 0369 (Demand) 3 hrs. cr.
Nineteenth Century Europe

A survey of the major alterations of European society during the twentieth century. Emphasis on industrialization, imperialism, revolutions, rise of socialism/communism, middle-class liberal capitalism and individual national events. HIST 130 or 140 recommended before taking this class.

HIST 0370 (Demand) 3 hrs. cr.
Twentieth Century Europe

A survey approach with emphasis on World Wars I and II, the League of Nations, the United Nations, totalitarian systems and current European/world problems. HIST 130 or 140 recommended before taking this class.

110 HISTORY

HIST 0371 (Demand) 3 hrs. cr.
The Holocaust

An examination of the destruction of the European Jews from 1933 to 1945, with special attention to the social, political and scientific context of the Holocaust. Special attention to European anti-Semitism, the rise of German Nazism, the development of a policy of mass murder and the operation of ghettos and death camps. HIST 130 or 140 recommended before taking this class.

HIST 0375 (Demand) 3 hrs. cr.
English History to 1660 (Writing Intensive)

The peoples of England and their institutions from prehistoric settlement through the English civil wars. Major topics include the impact of Anglo-Saxon, Scandinavian and Norman invasions, the changing roles of monarchy and parliament, changes in England's relations with other parts of the British Isles and with Europe and life among various social classes. Prerequisite: HIST: 130 or 140.

HIST 0380 (Demand) 3 hrs. cr.
British History Since 1660

British peoples and institutions from the Restoration to the present. Emphasis on the development of Parliamentary government, the rise and fall of the world's first industrial economy, life among various social classes and changes in Britain's role as a European and global power. Prerequisite: HIST 130 or 140.

HIST 0387 (Demand) 3 hrs. cr.
History of Russia to 1796 (Writing Intensive)

History of Russia from pre-Tsarist times through the reign of Peter the Great. Emphasis on the land and the people, national characteristics and political institutions. Prerequisite: HIST 130 or 140.

HIST 0388 (Demand) 3 hrs. cr.
History of Russia Since 1796

Russia since the reign of Catherine the Great until the recent demise of the Soviet Union. Investigates the problems posed by Tsarist Autocracy and Serfdom, the origins and course of the Bolshevik Revolution, Russian life under communism and the structural weaknesses and events contributing to the collapse of the Soviet Union. Prerequisite: HIST 130 or 140.

HIST 0390 (Demand) 3 hrs. cr.
History of Germany

Social, political, military and economic history of Germany, with major concentration on the post-1519 period. Emphasis on the decline of the Medieval Empire, princely absolutism, national unification, Weimar Republic, Third Reich and post World War II. HIST 130 or 140 recommended before taking this class.

HIST 0425 (Demand) 3 hrs. cr.
The Renaissance and the Reformation 1350-1559

An overview of Europe from 1350 to 1559. Changes in thought and artistic expression, the divisions within Western Christendom, the emergence of national monarchies and the impact of economic change on daily life. Prerequisite: HIST 130 or 140.

HIST 0435 (Demand) 3 hrs. cr.
The Era of the French Revolution and Napoleon

An examination and analysis of events in France and their impact on Europe from 1789 to 1815. Interplay of ideas and people and the quest for a political settlement under a constitutional monarchy, republic and empire. Prerequisite: HIST 130 or 140.

HIST 0440 (Demand) 3 hrs. cr.
European Intellectual History

Intellectual, cultural and social developments in Europe from the Italian Renaissance to the present. Examination of the rise of scientific thought, the Enlightenment, Romanticism, nationalism, political ideologies, social reforms and existentialism. HIST 130 or 140 recommended before taking this course.

HIST 0498 (Demand) 3 hrs. cr.
Advanced Topics in History

Advanced topics not covered in other history offerings. Emphasis on student's ability to research, assimilate and present new areas of knowledge. Prerequisite: Junior or senior status.

HIST 0499 (Demand) 1-3 hrs. cr.
Independent Study

Individualized project directed by the instructor/adviser with approval of department head and school dean. Advanced standing in the major field and a minimum GPA of 3.0 are required. Repeatable up to six credit hours.

Asian History

HIST 0150 (F) 3 hrs. cr.
Asian Civilizations

Introductory survey of the history and culture of traditional and modern Asia, focusing on the distinctive culture areas of monsoonal Asia, i.e., South, Southeast and East Asia. Some attention will also be given to Asian culture areas outside this zone.

HIST 0313 (Demand) 3 hrs. cr.
East Asian Civilizations I

Survey of the history of pre-modern East Asia to 1600, focusing particularly on China, Japan, Vietnam, and to a lesser extent, Korea. Course will emphasize the development of East Asian cultures, societies and political structures and will use a comparative analysis in seeking to understand the history of the region. Prerequisite: HIST 150.

HIST 0314 (Demand) 3 hrs. cr.
East Asian Civilizations II

Survey of the history of modern East Asia from ca. 1600, focusing particularly on China, Japan, Vietnam, and to a lesser extent, Korea. Course will emphasize the impact of the West and the problems of modern development, using a comparative analysis in seeking to understand the history of the region. Prerequisite: HIST 150.

HIST 0316 (Demand) 3 hrs. cr.
South Asian Civilizations

Survey of South Asian History from the dawn of civilization to the present. Course will encompass the interplay among art, religion, politics, migration, conquest, nationalism and cultural exchange in constituting the peoples and nations of India, Pakistan, Bangladesh, Afghanistan, Nepal and Sri Lanka. Prerequisite: HIST 150.

Latin American History

HIST 0160 (S) 3 hrs. cr.
History of Latin America

Historical overview of Latin America, from the Spanish and Portuguese to the present day, by examining the major themes and events in the region. Particular emphasis will be placed on the Indian and African background of Latin

American history and the ways in which these groups helped shape Latin American society. Topics covered will include the conquest of Latin America, Spanish administration, the independence movements of the nineteenth century, nation building and revolutionary movements of the twentieth century.

HIST 0342 (Demand) 3 hrs. cr.
Latin American Revolutions (Writing Intensive)

Latin American Revolutions addresses the causes and consequences of 20th century uprisings in Bolivia, Mexico, Cuba, Guatemala, Nicaragua, El Salvador, Chile and Columbia. Emphasis will be placed on the tactics and personalities of revolutionary leaders as well as the needs and reactions of their supporters. Prerequisite: HIST 160.

HIST 0474 (Demand) 3 hrs. cr.
Colonial Latin America

Colonial Latin America will provide a historical overview of Latin American from the Spanish and Portuguese conquest until independence in the 1820s, by examining the major themes and events in the region. Particular emphasis will be placed on the Indian background to Latin American history and the ways the natives helped shape Latin American society. Topics covered will include the conquest of Latin America, imperial rivalries, Spanish administration, Indian labor and the independence movements of the 19th century. Prerequisite: HIST 130 or 140.

HIST 0475 (Demand) 3 hrs. cr.
Modern Latin America

Historical overview of Latin America since independence, examining major themes, events and issues in the region. Particular emphasis on ways in which Latin American peoples have struggled to resist, adapt and take advantage of the social forces influencing their nations' urbanization, populism, social revolution, development, peasant rebellion, the position of women in society and the Church. Prerequisite: HIST 130 or 140.

INTERNATIONAL ENGLISH PROGRAM

Webster Hall 338 • 417.625.9821

Faculty Kester-Director

Mission

The International English Program provides English as a Second Language (ESL) instruction. The program goal is to help students learn English for academic work through use of English in comfortable, authentic settings. The goal is supported by:

- A solid English language preparation program.
- Additional language support beyond the IEP.
- Support for the International Mission by increasing the number and impact of international students
- Instruction by native speakers of English and competent second language learners of English.
- Varied opportunities for using English, including:
 - classroom instruction
 - conversation partnerships and tutoring

- activity groups (reading clubs, Toastmasters, campus clubs, etc.)
- volunteer service in Joplin area agencies.
- Help for Joplin area residents whose primary language is not English

The English requirement for full admission to regular studies:

- A minimum TOEFL score of 68 (iBT) with a minimum writing score of 25 (iBT) OR
- A Michigan English Language Institute College English Test (MELICET) score of at least 75 with a writing score of at least 4.0

(There is no minimum TOEFL score required for admission to English studies before a degree program, but students are expected to complete the IEP work in three semesters.)

Students holding an F-1 visa to study in the U.S. must be enrolled full-time in academic studies. Full time academic status is 12 or more credit hours; English study is 15 credit hours per semester.

Placement: The MELICET, including a listening and writing assessment, is required before registration to help guide the placement of students. There is a fee for the test. MELICET is one form of the Michigan Test, developed by the University of Michigan. MELICET scores are valid only at the institution where the test is given.

Courses: Three levels of instruction are offered, Beginning, Intermediate and Advanced. Courses at each level include Speaking and Listening, Grammar, Reading and Culture, Composition and Multi-skills Academic Study. **All classes must be passed with a 2.0 (C) to move to the next level.** Courses may be repeated if necessary.

Length of Study: The time a student spends in the IEP depends on a variety of factors including personal motivation, study skills, the language commonly used outside the classroom, level of proficiency and ability. It is expected that students complete the IEP in a specific time, set when students enroll in courses after taking the initial Michigan or other language assessment test. A student is admitted to the English Program for a pre-established period of time, communicated on the Course Recommendations document (attached) after the Michigan Test is scored or another language test score is received.

No student can continue in the IEP longer than the established period without written permission of the IEP Director. Permission to continue will be granted only if the student has received passing grades in IEP courses and the student's instructors recommend continuation.

Nothing herein prohibits a student from enrollment in courses at a lower or higher level than these general scores suggest, if test sub scores indicate different work in a skill area (grammar, listening, speaking, reading, writing, pronunciation) is more appropriate.

To become a full-time academic student in regular degree programs following the IEP:

1. Successfully complete all IEP courses with a minimum GPA of 2.0 and
2. Pass the MELICET Test with score of 75 and a writing score of 4.0 or
3. Pass the TOEFL with a score of 68 (iBT) and a writing score of 25 (iBT)

Disciplinary Policy

IEP Disciplinary policy conforms to the MSSU Academic Policies as stated in the catalog. Any IEP student falling below a GPA of 2.0 in any semester in his or her IEP course work will be placed on IEP academic probation. If the GPA is not raised to the minimum standard of progress during the probationary semester, the student is subject to academic suspension from the program.

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A student receiving academic suspension may not return to the IEP for one semester and will not be re-enrolled if the student cannot present evidence that indicates a high probability of academic success.

Academic bankruptcy is not permitted in the IEP.

The Program

Students at all levels are required to enroll in a full load of IEP courses.

Exchange Students at MSSU for a limited time and intending to complete their degree at another university may take IEP courses for transfer credit to their home institutions. Exchange students are governed by the exchange agreements under which they attend MSSU and must meet the language requirements of MSSU to be admitted to regular classes.

English Support Services

International students or second language English students in the regular academic program at MSSU who wish to take English support classes to help their academic studies may take up to 6 hours of IEP courses each semester.

Language Labs

A language computer lab and International Language Resource Center enable students to acquire English skills at their convenience. The labs feature components to assist students in improving English skills.

1. A speaking, listening and conversation component enables students to practice these skills through one-on-one conversations with lab instructors.
2. A reading and writing component provides students with individual tutoring on each assignment.
3. Interactive software provides additional instruction in English grammar problems.

Additional Help

IEP-sponsored English tutoring services for international and second language English students are provided through the Language Resource Center. In addition, Learning Center tutors are available to work with other academic work at any time.

Conversation Partners

Time with conversation partners is required of English learners and provides support in getting to know American culture as well as language. Some IEP courses require students to find a conversation partner to complete the work of the course.

Highlights of the IEP

- Students admitted to the IEP are considered official students at Missouri Southern State University with all the accompanying rights and privileges. Unless a student has met admission requirements to the University, however, s/he is not admitted thereby to a degree program.
- No minimum TOEFL or other proficiency test score is necessary to enroll in IEP classes, but scores on the Michigan Tests (MELICET and MPT) are used for placement in appropriate level courses.
- Small classes offer personal attention.
- Native English-speaking conversation partners and dormitory roommates are available.
- Language labs and IEP tutors allow students to progress at their own pace.
- Students participate in field trips to areas of cultural interest as well as planned social activities with neighboring colleges and universities.

Visit the IEP online at:

<http://www.mssu.edu/international-studies/international-english-program/index.php>

For additional information contact:

Kimberly Kester, Director
International English Program
Office: Webster Hall, Room 337B
Phone: 417.625.9821
FAX: 417.659.4445
Email: iep@mssu.edu

Course Descriptions

ESL 0051 (F)

3 hrs. cr.

Level 1: Introduction to Grammar

Students focus on basic grammar structures in English at the independent word, phrase, and simple sentence level. Emphases include concrete, abstract, count and non-count nouns, pronouns, adjectives, adverbs, prepositions, regular and irregular verbs. Subject verb agreement and verb tensing is stressed. The course emphasizes use and understanding of these structures.

ESL 0052 (F,S)

3 hrs. cr.

Level 1: Beginning Listening & Speaking

Students focus on basic speaking and listening skills, including practice in language production and understanding. Primary focus of the course is pronunciation of American English phonemes and morphemes with additional work to assist students' communication needs common situations. Topics include general conversation, interviewing, requests, questions and answers, and expressing opinions.

ESL 0053 (F,S)

3 hrs. cr.

Level 1: Beginning Reading

Students focus on basic reading skills, stressing reading strategies and vocabulary development. Primary focus stresses reading skills necessary to move on to higher level reading courses in the IEP. Topics include general purpose and recreational reading, reading speed and comprehension strategies, vocabulary and idiomatic expression development.

ESL 0054 (F,S)

3 hrs. cr.

Level 1: Beginning Composition

This course is designed to help the ESL learner master English syntax at the sentence level, with an introduction to basic paragraph form. Emphasis is on competency in clearly expressing ideas through developing various sentence structures. Students learn development of main and supporting ideas, simple and compound sentence structure.

ESL 0057 (F,S)

3 hrs. cr.

Level 1: Beginning English Skills

Students learn to navigate the American classroom system on the university level. Students explore relationships in America by participating in discussions, on campus activities and conversations with native English speakers as well as successful IEP students in higher levels. University policies and classroom expectations are a main focus. Emphasis is placed on skills needed to be successful in the American university environment.

ESL 0061 (F) 3 hrs. cr.

Level 2: Basic Grammar

Students focus on basic grammar structures in English at the sentence level. Emphases include verb forms and tensing structures, subject/verb agreement, parts of speech, use of adjective, adverb and prepositional phrases, noun and pronoun forms, and active/passive voices. Sentence construction is stressed, including complex sentence structures. The course emphasizes use and understanding of these structures.

ESL 0062 (F,S) 3 hrs. cr.

Level 2: Speaking and Listening

Students focus on basic speaking and listening skills, including practice in language production and understanding. Primary focus of the course is basic level conversation in American Standard English, with additional work to assist students' communication needs for survival English. Topics include conversation, requests, questions and answers, and formulaic exchanges such as greetings, introductions and shopping.

ESL 0063 (F,S) 3 hrs. cr.

Level 2: Reading Skills

Students focus on basic reading skills, stressing reading strategies and vocabulary development. Primary focus stresses reading skill development and reading fluency (speed and comprehension). Topics include general purpose and recreational reading, vocabulary and idiomatic expression development.

ESL 0064 (F,S) 3 hrs. cr.

Level 2: Writing in English

This course is designed to help the ESL learner master English syntax at the phrase, clause and sentence level, with an introduction to basic paragraph form. Emphasis is on competency in expressing clearly complex ideas through developing various sentence structures and types. Students learn development of primary and secondary ideas. Class writing assignments are linked, when possible, to authentic purposes for writing.

ESL 0065 (F,S) 1 hr. cr.

Level 2: Effective Learning Skills for English

This course mediates the difficulties of learning a language in intensive, pre-academic settings and is required for students beginning full-time or required work in the IEP and for students in probationary status in the IEP. It teaches strategies for responding to course assignments and monitors use of these strategies in language learning. When learning problems arise, the instructor intercedes to develop solutions, including referrals for additional assistance.

ESL 0066 (F,S) 2 hrs. cr.

Level 2: ESL Tech: Technology Mediated Instruction

This course addresses the technical needs for English language instruction: email, LioNet, Blackboard, printing, social media, and network access. The core of the course will focus on computer mediated English instruction with application for independent and self-motivated study.

ESL 0067 (Su) 3 hrs. cr.

Level 2: Developing Basic English Skills

Students focus on four basic English skills: reading, writing, speaking and listening, and grammar. Primary focus stresses the skills most important at a beginning level: vocabulary development, correct grammatical structures, written communication strategies, negotiating meaning and avoiding misunderstandings, and participation in common, everyday communications, questions and answers, and opinions.

ESL 0068 (F,S) .5 hrs. cr.

Level 2: Pronunciation Clinic

This clinic focuses on breaking bad language use habits and enhancing the automaticity of correct English mastery of basic English sounds at the syllable, phoneme, and word level. It includes introduction of commonly used numbers pronunciation (telephone numbers, currency, accounts, addresses, student ID's, etc.).

ESL 0069 (F,S,Su) .5 hrs. cr.

Level 2: Readers' Workshop

This clinic focuses on enhancing the automaticity of correct English and vocabulary development through extensive reading and discussion. A primary goal of this workshop is to encourage reading for enjoyment. Students read low level graded readers of popular fiction and non-fiction in English.

ESL 0071 (F,S) 3 hrs. cr.

Level 3: Grammar Functions

Students focus on basic and intermediate grammar structures in English at the sentence level. Emphases include verb forms and tensing structures, modals, conditionals and causatives, noun and pronoun forms and active/passive voices. Sentence construction is stressed, including complex sentence structures. The course emphasizes use and understanding of these structures.

ESL 0072 (F,S) 3 hrs. cr.

Level 3: Speaking and Listening

Students focus on basic and intermediate speaking and listening skills, including practice in language production and understanding. Primary focus of the course is conversation in American Standard English, with additional work to assist students' communication needs in American higher education. Topics include general conversation, interviewing, requests, questions and answers and expressing opinions.

ESL 0073 (F,S) 3 hrs. cr.

Level 3: Reading and Vocabulary

Students focus on basic and intermediate reading skills, stressing reading strategies and vocabulary development. Primary focus stresses reading skills necessary in the general environment of American higher education by way of an introduction to American culture. Topics include general purpose and recreational reading, reading speed and comprehension strategies, vocabulary and idiomatic expression development.

ESL 0074 (F,S) 3 hrs. cr.

Level 3: ESL Composition

This course is designed to help the ESL learner master English syntax at the sentence and paragraph level, with an introduction to basic academic essay form. Emphasis is on competency in expressing clearly complex ideas through developing various types of paragraphs. Students learn development of main and supporting ideas.

ESL 0076 (F,S) 2 hrs. cr.

Level 3: ESL Tech: American Culture Studies

This course addresses the technical needs for English language instruction: email, Blackboard instruction, Internet information search, electronic presentation skills, online and print reference tools, English spelling and handwriting skills. Not all topics will be presented each semester. Each semester's offering will focus on a specific skills set. Students enrolled in more than six credits in any semester in the IEP are required to take two language enhancement courses, meeting 1-2 hours weekly. This course is one of the options in meeting that requirement.

ESL 0077 (Demand) 3 hrs. cr.**Level 3: Intermediate ESL Skills**

Students focus on four intermediate English skills: reading, writing, speaking and listening and grammar. Primary focus stresses the skills most important at an intermediate level: vocabulary building, correct grammatical structures for communicative language production and participation in common, everyday communications, questions and answers and expressing opinions.

ESL 0078 (F,S) .5 hr. cr.**Level 3: Pronunciation Clinic**

Students enrolled in more than six credits in any semester in the IEP are required to take two language enhancement courses, meeting 1-2 hours/weekly. This clinic focuses on breaking bad language use habits and enhancing the automaticity of correct English through extensive speaking, error correction and improvement strategies geared to specific student needs.

ESL 0079 (F,S) .5 hr. cr.**Level 3: Readers' Workshop**

Students enrolled in more than six credits in any semester in the IEP are required to take two language enhancement courses, meeting 1-2 hours/weekly. This clinic focuses on enhancing the automaticity of correct English and vocabulary development through extensive reading and discussion. Students will read and listen to presenters discuss readings important to them. A primary goal of this workshop is to encourage reading for enjoyment.

ESL 0081 (F,S) 3 hrs. cr.**Level 4: Grammar Functions**

Students focus on advanced grammar structures in English at the sentence and paragraph level, including: modals, semi-modals and similar constructions; conditionals and causatives; noun, adverb and relative clauses; gerund, infinitive and participial phrases; prepositions; articles and active/passive voice structure and use. Highly complex sentence construction and paragraph organization are highlighted as well as choice or grammatical structure to communicate specific intentions.

ESL 0082 (F,S) 3 hrs. cr.**Level 4: Academic Speaking & Listening**

Students focus on advanced speaking and listening skills appropriate to American higher educational settings, including language production and understanding. The course emphasizes academic lecture discourse and note taking skills; discussion leadership and participation styles; researching, analyzing and expressing opinions on a variety of academic topics. Requires a placement test or approval of the IEP director.

ESL 0083 (F,S) 3 hrs. cr.**Level 4: Academic Reading**

Students focus on reading skills necessary for university academic work, stressing reading strategies and vocabulary development. Primary focuses are understanding difficult texts and vocabularies, increasing reading speed and encouragement of recreational reading in English. Topics include essay and academic texts; careful reading, skimming and scanning skills and summarizing. Requires a placement test or permission of the IEP director.

ESL 0084 (F,S) 3 hrs. cr.**Level 4: ESL Composition**

This course is designed to help the ESL learner master English syntax at the essay and formal paper level, with introduction to basic citation form. Emphasis is on academic discourse styles in development of the essay and other types of classroom written work. Topics include development of a thesis through essay organization and writing clearly under the pressure of time. Requires a placement test or permission of the IEP director.

ESL 0085 (Demand) 3 hrs. cr.**ESL Skills for the University**

This is a multi-skills course which focuses on student language needs for the American university classroom. While the topic under study will change from semester to semester, the primary focus on multiple language skills adequate for university work remains the same. Students will explore an academic topic through extensive reading, writing and research, class discussion, lecture note taking and examinations at a level expected of first year students. Students will not only practice skills learned from earlier classes, they will learn strategies to deal with the volume of work required in university classes. Requires a placement test or permission of the IEP director.

ESL 0086 (F,S) 2 hrs. cr.**Level 4: IEP Tech: Vocabulary Development**

Development and accurate use of vocabulary is an important skill for language learners. This course focuses especially on development skills such as introducing the academic word lists, enhancing spelling abilities through introduction of spelling strategies, and mastering the most common words in American English.

ESL 0087 (Su,Demand) 3 hrs. cr.**Level 4: Academic ESL Skills**

Students focus on four advanced English skills: reading, writing, speaking and listening and grammar. Primary focus stresses the skills most important at an advanced level: vocabulary building in technical, professional and academic areas, correct grammatical structures for business and academic language production and participation in university level communications, discussions, formal questions and expressing opinions.

ESL 0088 (F,S) .5 hrs. cr.**Level 4: Pronunciation Clinic**

This clinic focuses on breaking bad language use habits and enhancing the automaticity of correct English through extensive conversation, error correction and improvement strategies geared to specific student needs.

ESL 0089 (F,S,Su) .5 hrs. cr.**Level 4: Readers' Workshop**

This clinic focuses on enhancing the automaticity of correct English and vocabulary development through extensive reading and discussion. It uses common English texts, fiction and non-fiction, modified for beginning English learners. A primary goal of this workshop is to encourage reading for enjoyment.

ESL 0097 (Demand) 0-8 hrs. cr.**ESL Topics**

Short term courses for persons desiring short study of English while in the U.S. Non-gradable.

ESL 0128 (Demand) 3 hrs. cr.**Reading for Pronunciation and Vocabulary**

This course focuses on two advanced language skills: accent reduction and vocabulary development. Advanced learners often find that residual first language accent inhibits understandability and that the vocabulary they learned initially is inadequate for the communication tasks they face. The course will use extensive oral reading and reading for comprehension to address those two difficulties.

ESL 0130 (Demand) Studying for the TOEFL

2 hrs. cr.

This course focuses on the tools good students use to prepare for the TOEFL examinations. English competence and a number of other factors affect student performance, including test anxiety, assessment misunderstanding, unfamiliarity with key vocabulary, poor study habits and poor strategies. The goal of this short course is to introduce the most helpful things to prepare for the TOEFL and, by extension, other language assessments such as the Michigan Test Battery.

INTERNATIONAL STUDIES

Webster Hall 337 • 417.659.4442

Faculty Stebbins - Director

Mission

It is the goal of Missouri Southern State University that all academic programs be enhanced through an emphasis on international education. To that end, the University has identified five goals:

1. Graduates will have an understanding of how cultures and societies around the world are formed, sustained and evolve.
2. Graduates will have empathy for the values and perspectives of cultures other than their own and an awareness of international and multi-cultural influences in their own lives.
3. Graduates can identify and discuss international issues and cultures other than their own.
4. Graduates have communicative competence in a second or third language.
5. Graduates have experienced or desire to experience a culture other than their own.

Several activities have been designed and implemented to help make these goals possible. They include encouraging and supporting faculty to lead student groups abroad; providing grants for faculty to internationalize the curriculum; developing bilateral exchange agreements with universities in other countries; developing "themed" semesters featuring special course offerings, lectures and cultural events of a particular country or continent; increasing the number of foreign language course sections and course offerings; and offering Performing Aid Awards for students majoring or minoring in a foreign language.

The Institute of International Studies, moreover, is committed, through its leadership, in assisting global education to become more pervasive throughout the curriculum and extracurricular activities of the University.

Finally, the Institute is committed to continual assessment of international programs and its mission to ensure that students develop not only an awareness of international problems but specific competencies needed in business, industry, government, education and the professions.

Study Abroad Programs (Semester and Year-Long Opportunities)

Chad Stebbins

Webster Hall 337A, 417.625.9736

Missouri Southern students have many exciting opportunities to study for a semester or year in other countries. The University is a member of the International Student Exchange Program (ISEP), through which MSSU students can study and earn credit at nearly 150 colleges and universities in 50 countries around the world. In addition, students may choose to participate in the Bilateral Exchange Program. The University has negotiated a number of departmental bilateral agreements with international institutions; these exchanges are usually specific to a student's major. For semester or year-long exchanges, MSSU students studying abroad through most ISEP or Bilateral Exchange Programs pay regular MSSU tuition and room/board fees.

To participate in a long-term study abroad program, students must have a minimum GPA of 2.75 (higher for some host institutions); be degree seeking and enrolled full time; intend to return to MSSU to graduate; and generally have completed 60 credit hours by the time of the exchange.

More information on study abroad programs is available on the Institute of International Studies' website: <http://www.mssu.edu/international-studies/>

International Studies Major

The major in International Studies is committed to the development in students of high intellectual standards, concern for the whole person and practical cross-cultural and professional skills to enable them to embark upon immediate employment or graduate study.

It is the goal of the major in International Studies that students who complete the program shall:

1. Demonstrate communication skills in a language other than their own at a proficiency beyond the intermediate level of study.
2. Analyze a variety of problems of international significance, selecting or creating possible solutions and defining possible means of implementation.
3. Compare values of one culture with those of another, demonstrating how values develop and analyzing how cultural values impact on decisions of international importance.
4. Analyze the impact of social institutions in their own culture as well as in another, demonstrating an understanding of individuals' roles in these systems, be they governmental, economic, religious, family or occupational.
5. Identify activities and products which constitute the scientific/technological aspects of a culture other than their own, demonstrating an understanding of the impact of such activities and products on the individuals and the physical environment in a culture.
6. Identify those activities and products which constitute the artistic aspects of a culture other than their own; understand the impact which art, in its various forms, has on individuals in a culture; and analyze the uses of works of art within that culture.

International Studies as defined by the Institute of International Studies allows as many disciplines as possible to become involved in the internationalizing of the University. The International Studies major and minor is an interdepartmental degree program administered by the Institute of International Studies. The program offers students an opportunity to enhance their understanding of the diverse cultures of the world and provides a substantial foundation for professional careers in diplomacy, law, education, international business and commerce, journalism, the military, research, public health, human service

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organizations and much more. Opportunities in most of these professions are available in both the public and private sectors in the United States and abroad. The major is also a good foundation for graduate study in such diverse areas as international law, business, history, political science, foreign languages, anthropology, as well as international relations, intercultural communication, peace studies and other interdisciplinary programs.

The Bachelor of Arts Degree with a Major in International Studies

	Semester Hours
General Education Requirements (p. 45) 46-47	43-44*
Foreign Language	12
<i>(4 courses in one foreign language are required for the BA degree.)</i>	
International Studies Requirements:	57
INTS 201 Introduction to International Studies	3
GEOG 211 Regions and Nation	3
MUS 106 World Music	3

Select one:

HIST 140 Western Civilization since 1660	3
HIST 150 Asian Civilizations	3
HIST 160 History of Latin America	3

Select one:

ENG 261 World Literature I	3
ENG 262 World Literature II	3

Upper-Division Requirements

INTS 301 World Humanities	3
INTS 302 People and the Environment: A Global Perspective	3
INTS 303 Contemporary World Civilizations	3
INTS 304 Comparative Political Economy	3
INTS 306 Introduction to Global Health	3
PSC 321 International Relations	3
INTS 401 Research Seminar in International Studies	3
INTS 402 Senior Thesis in International Studies	3

Emphasis Areas (select one) 9

World Literature

Select three courses:

ENG 333 Literary Paris	3
ENG 361 Studies in World Literature*	3
ENG 371 Studies in British Literature**	3
ENG 450 Shakespeare**	3

Any 300- or 400-level literature course in a foreign language

*May be retaken as different topics for a maximum of 12 credit hours.

**Only one course may be selected from these two.

Communication and Commerce

Select three courses*:

COMM 305 Intercultural Communication	3
COMM 405 Advanced Intercultural Communication	3
COMM 411 Political and Social Communication	3
COMM 462 Communication in Japanese Culture	3
IB 210 Global Business Literacy	3
IB 310 International Business	3

*Students must select at least one course from COMM and one from IB.

International Politics and Policies

Select three courses:

PSC 322 International Law	3
PSC 330 Comparative Politics: Developed Countries	3
PSC 332 Comparative Politics: Developing Countries	3
PSC/INTS 333 What in the World is Going On Now?	
Selected International Issues	3
GEOG 311 Geopolitics	3
HIST 314* East Asian Civilizations II	3
HIST 342* Latin America Revolution	3
HIST 475* Modern Latin America	3

*Only one course may be selected from this group

Latin America

Select three courses:

HIST 160 History of Latin America	3
HIST 342 Latin American Revolution	3
HIST 474 Colonial Latin America	3
HIST 475 Modern Latin America	3
SPAN 200 Introduction to Mexican Culture and Civilization	3
SPAN 307 Introduction to Latin American Civilization	3
SPAN 308 Latin American Civilization: Mexico	3
SPAN 309 Contemporary Mexican Culture & Civilization	3
SPAN 336 Survey of Spanish American Literature	3
SPAN 340 Latin American Cinema	3
SPAN 343 Hispanic Children's Literature	3
SPAN 350 Latin American Contemporary Issues	3

Asia

Select three courses:

HIST 150 Asian Civilizations	3
HIST 313 East Asian Civilizations I	3
HIST 314 East Asian Civilizations II	3
HIST 316 South Asian Civilizations	3
CHI 307 Introduction to Contemporary China	3
CHI 310 Chinese Culture and Civilization	3
JPN 307 Introduction to Contemporary Japan	3
JPN 310 Japanese Culture and Civilization	3

Sustainability

Select three courses:

GEOL 120 Introduction to Geology	5
OR	
GEOL 201/202 Physical Geography/Map and Photo Interpretation	3/1
ECON 202 Principles of Economics (Micro)	3
PSC 342 Public Policy	3
PSC 421 Public Administration	3
BIO 312 Environmental Biology	4

European

Select three courses:

ENG 333 Literary Paris	3
ENG 361 Studies in World Literature* **	3
ENG 371 Studies in British Literature*	3
ENG 450 Shakespeare	3
HIST 140 Western Civilization since 1660	3
HIST 370 Twentieth Century Europe	3
HIST 371 The Holocaust	3
HIST 380 British History since 1660	3
HIST 388 History of Russia since 1796	3
HIST 390 History of Germany	3

HIST 440	European Intellectual History	3
PSC 330	Comparative Politics: Developed Countries	3
TH 332	History of the Theatre II	3
Any 300- or 400-level literature or culture course in French, German and Russian		3
SPAN 306	Introduction to Spanish Civilization	3
SPAN 326	Peninsular Literature from El Cid to the Present	3
*May be retaken as different topics for a maximum of 12 credit hours.		
**This course may be selected only if the primary topic is European literature.		

Supporting Requirements:

Foreign Language 6
(6 additional hours in the foreign language used to satisfy the
BA requirement)

Participation in a study abroad experience with the approval of the Director of the Institute of International Studies. Students may participate in a university-sponsored program (minimum of 3 credit hours), an ISEP or bilateral exchange semester or year abroad. Students with special circumstances may petition to have an alternate immersion experience approved for this requirement. 3

Electives 11-12

Total 124**

*Three hours of foreign language meet General Education Requirements.

**Must include at least 40 upper-division (300-400 level) hours.

Minor in International Studies

Minor Code IS80

	Semester Hours
INTS 201	Introduction to International Studies. 3
At least two of the following: 6	
INTS 301	World Humanities (3)
INTS 302	People and the Environment: A Global Perspective (3)
INTS 303	Contemporary World Civilizations (3)
INTS 304	Comparative Political Economy (3)

Six additional hours which can be selected from any INTS designated courses. (Three hours could include a study-abroad experience.) 6

Foreign Language (six hours beyond the BA requirement of
12 hours, all in the same language.) 6

Total 21

For additional information contact:

Dr. Chad Stebbins, Director
Institute of International Studies
Office: Webster Hall 337A
Phone: 417.625.9736
Email: stebbins-c@mssu.edu

Course Descriptions

INTS 0201 (F) 3 hrs. cr. Introduction to International Studies

An introduction to the interdisciplinary study of global issues. The student will receive a variety of ideas, insights and images of the world and will discuss a number of topics including methodologies of global studies and career options. Required of International Studies majors and minors; open to all others.

INTS 0298 (Demand) 3 hrs. cr. Topics in International Studies

Topics not normally included in another course. Prerequisites are determined by the Institute of International Studies and stipulated in the course syllabus.

INTS 0301 (F) 3 hrs. cr. World Humanities

Transcultural study of the manifestations of the major art forms of the humanities: literature, theatre and film, painting and sculpture, music and dance. The course will stress critical exploration of the relation of the art forms to the cultures from which they emerge and comparative study of the nature and function of the art forms in traditions temporally or spatially distinct from each other, including western and eastern traditions. Required of International Studies majors; open to all others. Prerequisite: must have completed general education core in Humanities and Fine Arts.

INTS 0302 (S) 3 hrs. cr. People and the Environment: A Global Perspective

A global survey of the environmental disasters, both natural and man-made, that plague the world community, including earthquakes, volcanoes, floods, avalanches, atmospheric phenomena, climate modification, radiation, destruction of tropical rainforests, declining biodiversity, resource depletion, stratospheric ozone depletion, urbanization and overpopulation; discussion of global carrying capacity and limits to growth; analysis of sustainable global communities; an overview of global responses to environmental issues through economic policies, the United Nations, international treaties and the Green political movement; and critical review of the various philosophies which underpin contemporary evaluations of the condition of the environment. Required of International Studies majors; open to all others. Prerequisite: must have completed general education core in Life and Physical Sciences. Cross listed as GEOG 302.

INTS 0303 (S) 3 hrs. cr. Contemporary World Civilizations

A systematic and comparative introduction to the contemporary history of major world civilizations, with a special emphasis on historical developments that have influenced more than one civilization or cultural region. Required of International Studies majors; open to all others. Prerequisite: at least one non-U.S. history course.

INTS 0304 (S) 3 hrs. cr. Comparative Political Economy

Comparative study of alternative methods of solving the political and economic problems of production, distribution and allocation. Required of International Studies majors; open to all others. Prerequisite: three hours of economics.

INTS 0306 (F) 3 hrs. cr. Introduction to Global Health

This course will introduce students to the main concepts of the global health field and the critical links between global health and social and economic development. Students will get an overview of the principles and goals of global health, the burden of disease and key measures to improve global health. Required of International Studies majors; open to all others. Prerequisite: BIO 101 or 105 or 121 or 122.

INTS 308 (F) 3 hrs. cr. Model United Nations

A study of the United Nations and selected issues in recent global history from the perspective of a United Nations member state. Both the nation and topics studied will be determined by the agendas of the collegiate Model Unit-

ed Nations conferences in which Missouri Southern participates. Although this course is designed to prepare delegates for these conferences, enrollment is not limited to Model UN participants. May be repeated for a total of 9 credit hours.

INTS 0333 (S-Odd) 3 hrs. cr.
What in the World is Going On Now?

Selected International Issues

In-depth study of a few current international issues and problems among the states of the world. Specific topics covered will be determined by the international agenda at the time the course is taught. Research, analysis and discussion will cover historical background, nature and motivations of parties involved and differing explanations of the issues selected. Prerequisite: PSC 120 and PSC 321 or consent of the instructor. Cross listed as PSC 333.

INTS 0401 (F) 3 hrs. cr.
Research Seminar in International Studies

This course will address the scope of research topics in contemporary international studies, as well as the variety of research methods associated with international studies. Fundamental elements of research design and execution will be addressed in order to prepare students for their senior thesis projects. Though there will be a substantive focus on international studies in this course, any student preparing to write a senior thesis will be allowed to enroll with consent of their adviser. Required of International Studies majors. Prerequisites: junior or senior standing.

INTS 0402 (F,S) 3 hrs. cr.
Senior Thesis in International Studies *(Writing Intensive)*

With a faculty supervisor, the student will explore and challenge a topic of global concern and produce a senior thesis and make an oral presentation. Required of all International Studies majors. Prerequisite: Senior standing, permission of the director of the Institute of International Studies and INTS 401 or applicable research course determined by the Director of the Institute of International Studies.

INTS 0498 (Demand) 3 hrs. cr.
Advanced Topics in International Studies

For upper-division students. Topic to be announced each time the course is offered. Prerequisites are determined by the Institute of International Studies and stipulated in the course syllabus.

INTS 0499 (Demand) 1-3 hrs. cr.
Independent Study in International Studies

An independent course structured by the adviser with approval of the Director of the Institute of International Studies. Prerequisite: Must have completed 90 hours with a cumulative GPA of 3.0 and have completed a minimum of 15 hours of International Studies courses. Project must be approved by adviser, by the course director and by the Director of the Institute of International Studies prior to enrollment.

MATHEMATICS

Reynolds Hall 210 • 417.625.9376

Faculty Johnson - Head, L. Adkins, Charles Curtis, Carrie Curtis, Hand, Harmon, Laird, Lathrom, Vazquez

Mission

The Mathematics Department of Missouri Southern fills several key roles within the University. The Department contributes to the breadth of all majors on campus by providing the mathematics portion of the General Education requirements. For disciplines with a larger quantitative component, the Department offers courses that develop the mathematical tools that students in these disciplines will require. The Department provides a pair of courses to increase future elementary teacher's command of mathematics and imbue them with confidence in its use. For prospective middle school and secondary mathematics teachers, the department offers a comprehensive curriculum designed to ensure that these students have both a mastery of the material they will be teaching and a depth of understanding that will allow them to see this material in a larger context. Additionally, the Department provides a comprehensive mathematics major, preparing students for careers in the academic, industrial or governmental arenas and a computational mathematics option, which allows a student to obtain a double major in mathematics and computer science.

The faculty of the Mathematics Department of Missouri Southern State University are committed to excellence in teaching and learning. Recognizing that a successful department is dependent on successful students, the faculty devotes a great deal of energy to communicating mathematics well both in and out of the classroom. Department faculty constantly pursue techniques to further the effectiveness of their teaching and to promote an environment conducive to the current and future success of its students.

In an increasingly technological society, applications of mathematics continue to increase in variety. Persons with quantitative ability and training are in high demand. Career opportunities exist in a diversity of fields such as engineering, computer science, economics, statistics, operations research, management and education. Missouri Southern graduates are enjoying success in all of these areas. Some graduates choose to begin careers immediately upon graduation; others choose to continue their education in graduate school. The curriculum is designed to prepare students for either path.

General Education Requirements for the bachelors and the associate of arts degree can be met with any mathematics course numbered 120 or above. Note the limitations on MATH 119 in the course description.

General education requirements for the associate of science degree can be met with any mathematics course numbered 030 or above.

For students majoring in mathematics, mathematics education, or computational math (or minoring in math), only courses in which they have earned a grade of 'C' or above can be used to satisfy departmental mathematics requirements and supporting requirements. Mathematics courses used as prerequisites require a grade of 'C' or better. Placement in the first college math course is based on the student's score on the Mathematics Section of the ACT. More information is available in the individual course description, the Mathematics Department Office or on the following website: www.mssu.edu/math/place.htm.

Bachelor of Science with a Major in Mathematics

Major Code MA00

General Education Requirements (p. 45) 46-47* 39

Mathematics Requirements 40

MATH 150	Calculus with Analytic Geometry I	5
MATH 250	Calculus with Analytic Geometry II	5
MATH 260	Calculus with Analytic Geometry III	3
MATH 300	Fundamentals of Mathematical Thought	3
MATH 340	Discrete Mathematics	3
MATH 342	Abstract Algebra	3
MATH 351	Linear Algebra	3
MATH	Electives numbered above 320**	15

Supporting Requirements 16

PHYS 250	General Physics I	2
PHYS 260	General Physics II	3
CHEM 151	General Chemistry I	5
CIS 110	Programming I	3
CIS 210	Programming II	3

Electives 29

Total 124***

*Required mathematics, chemistry and physics courses satisfy major requirements and 8 hours of General Education Requirements.

**Must include one from MATH 350, 371, or 452 to satisfy Computer Literacy requirement and either 330, 371, or 452 to satisfy Writing Intensive requirement.

***Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Science with a Major in Mathematics Computational Mathematics Option*

Major Code MA01

General Education Requirements (p. 45) 46-47** 39

Mathematics Requirements 34

MATH 150	Calculus with Analytic Geometry I	5
MATH 250	Calculus with Analytic Geometry II	5
MATH 260	Calculus with Analytic Geometry III	3
MATH 300	Fundamentals of Mathematical Thought	3
MATH 340	Discrete Mathematics	3
MATH 350	Introduction to Numerical Analysis	3
MATH 351	Linear Algebra	3
MATH 361	Probability and Statistics I	3
MATH 371	Introduction to Operations Research (WI)	3
MATH	Electives numbered above 320	3

CIS Core Requirements 33

CIS 110	Programming I	3
CIS 202	Information Systems I	3
CIS 210	Programming II	3
CIS 310	Database Management Systems I	3
CIS 315	Computer Networks	3
CIS 345	UNIX System Administration	3
CIS 350	Data Structures	3
CIS 375	IT Project Management	3
CIS 410	Information Systems II	3
CIS 425	Database Management Systems II (WI)	3
CIS 450	Operating Systems (WI)	3

Supporting Requirements 10

PHYS 250	General Physics I	2
PHYS 260	General Physics II	3
CHEM 151	General Chemistry I	5

Electives 8

Total 124

*This program is the same as the Bachelor of Science in CIS, Computer Science (Computational MATH Option). See page 191. Students selecting this option will graduate with a double major, Mathematics and Computer Information Science.

**Required mathematics, chemistry and physics courses satisfy major requirements and 8 hours of General Education Requirements

Bachelor of Science in Education with a Major in Mathematics Grades 9-12 Certification

Major Code ES15

General Education Requirements (p. 45) 46-47* 36

Mathematics Requirements 34

MATH 150	Calculus with Analytic Geometry I	5
MATH 250	Calculus with Analytic Geometry II	5
MATH 260	Calculus with Analytic Geometry III	3
MATH 300	Fundamentals of Mathematical Thought	3
MATH 332	Geometry	3
MATH 340	Discrete Mathematics	3
MATH 342	Abstract Algebra	3
MATH 351	Linear Algebra	3
MATH 361	Probability and Statistics I	3
MATH 371	Introduction to Operations Research (WI)	3

OR

MATH 452	Mathematical Models	3
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Supporting Requirements 16

PHYS 250	General Physics I	2
PHYS 260	General Physics II	3
CHEM 151	General Chemistry I	5
CIS 110	Programming I	3
CIS 210	Programming II	3

Education Certification Requirements (p.179) 39-42

Total 125-128

*Required courses in mathematics, chemistry, physics and psychology satisfy major requirements and 11 hours of the General Education Requirements.

Minor in Mathematics

Major Code MA80

		Semester Hours
MATH 150	Calculus with Analytic Geometry I	5
MATH 250	Calculus with Analytic Geometry II	5
MATH	Electives numbered above 250*	11
Total		21

*At least 6 hours Upper Division (excluding MATH 302).

For additional information contact:

Dr. Kerry D. Johnson

Office: Reynolds Hall 230

Phone: 417.625.9675

Email: johnson-k@mssu.edu

Course Descriptions

MATH 0020 (F,S,Su) 3 hrs. cr. Beginning Algebra

The real number system, solving and graphing linear equations and inequalities, applications of linear equations, and systems of linear equations. No credit toward baccalaureate degree.

MATH 0025 (F,S) 2 hrs. cr. Accelerated Beginning Algebra

Linear equations and inequalities with applications, graphing linear equations, systems of linear equations and inequalities, exponents. Other topics may be covered as time permits. Designed as a preparation for intermediate algebra for those students already having mastered real number arithmetic and solution of basic linear equations. No credit toward baccalaureate degree. Prerequisite: One year of high school algebra and score of at least 16 on the ACT Mathematics Section or qualifying score on the Mathematics Placement test.

MATH 0030 (F,S,Su) 3 hrs. cr. Intermediate Algebra

Factoring, solving quadratic equations, operations on polynomials, operations on rational expressions, solving rational equations, operations on radicals, solving radical equations. Prerequisite: A Math ACT score of 19 (or higher) or MATH 020 or MATH 25 with a grade of 'C' or better. No credit towards a baccalaureate degree.

MATH 0119 (F,S) 3 hrs. cr. Mathematics for Elementary Teachers I

The real number system and its subsystems, relations and functions, numeration systems. Prerequisite: One year of high school algebra and one of the following: a) MATH 030 with a grade of 'C' or better, b) a score of 22 or above on the ACT Mathematics Section or c) a qualifying score on the departmental placement exam. (Will not meet the General Education mathematics requirements for non-elementary education majors.)

MATH 0120 (F,S,Su) 3 hrs. cr. MATH for Elementary Teachers II

A continuation of MATH 119. Geometric concepts in two and three dimensions, networks, constructions and similarity, probability and an introduction to statistics. This course satisfies the general education mathematics requirement for elementary education majors. Prerequisite: MATH 119 with a grade of 'C' or higher or permission of department.

MATH 0125 (F,S,Su) 3 hrs. cr. Contemporary Mathematics

An introduction to various areas of mathematics, such as geometry, statistics, set theory, algebra and other topics. Satisfies the requirement in mathematics for General Education. Prerequisites: A Math ACT score of 22 (or higher) or MATH 030 with a grade of 'C' or higher.

MATH 0130 (F,S,Su) 3 hrs. cr. College Algebra

A study of functions and their graphs; including linear and quadratic, polynomial, rational, exponential, and logarithmic functions. Prerequisites: A Math ACT score of 22 (or higher) or MATH 030 with grade of 'C' or higher.

MATH 0131 (F,S,Su) 3 hrs. cr. Finite Mathematics

This course is designed for majors in the School of Business. The main topics for the course include: Functions and graphs (linear, polynomial, exponential, and logarithmic), linear programming, sets and probability, and an introduction to statistics. All topics emphasize applications in a business environment. Prerequisite: A Math ACT score of 22 (or higher) or MATH 030 with a grade of 'C' or higher.

MATH 0135 (F,S,Su) 3 hrs. cr. Trigonometry

Trigonometric functions and applications, right triangle trigonometry, radian measure and applications, graphing trigonometric functions, using and verifying trigonometric identities, using sum, difference, half, and double angle formulas, solving trigonometric equations, inverse trigonometric functions, the law of sines and the law of cosines. Prerequisite: A Math ACT score of 22 (or higher) or MATH 030 with grade of 'C' or higher.

MATH 0140 (F,S) 5 hrs. cr. Algebra and Trigonometry

Equivalent of MATH 130 and MATH 135. Prerequisites: A Math score of 22 (or higher) or MATH 030 with a grade of 'C' or higher. Only two hours credit for students with MATH 135 or MATH 130 credit. No credit for students with credit for MATH 130 and MATH 135.

MATH 0150 (F,S) 5 hrs. cr. Calculus with Analytic Geometry I

Limits, differentiation, and integration of algebraic and transcendental functions as well as the application of these concepts to real world situations. Prerequisite: MATH 140 with a grade of 'C' or higher or a Math ACT score of 27 (or higher).

MATH 0250 (F,S) 5 hrs. cr. Calculus with Analytic Geometry II

Differentiation and integration of transcendental functions, parametric equations, conic sections and polar coordinates. Infinite series. Applications to physical problems. Prerequisite: MATH 150 with a grade of 'C' or better.

MATH 0260 (F,S) 3 hrs. cr. Calculus with Analytic Geometry III

Solid analytic geometry, partial differentiation and multiple integrals. Applications to physical problems. Prerequisite: MATH 250 with a grade of 'C' or better.

MATH 0300 (S) 3 hrs. cr. Fundamentals of Mathematical Thought

Introduction to proofs, sets, logic, predicate calculus, relations, partitions, functions, and cardinality. Includes topics in number theory, discrete mathematics, analysis, and algebra. Prerequisite or co-requisite: MATH 260 with a "C" or better.

MATH 0302 (Demand) 3 hrs. cr. Applied Calculus

Calculus applications of differentiation and integration in business, social science, life sciences, and engineering technology. Prerequisites: MATH 130 or MATH 131 with a grade of 'C' or better. Will not count toward a major or minor in mathematics.

MATH 0310 (Demand) 3 hrs. cr.
Elementary Statistics

Provides a basic statistical background for the various majors for advanced study in their specialties. Topics to be covered include data summary, measures of central tendency and variation, linear regression, and hypothesis testing with applications to health, social, managerial, biological and physical sciences. This course satisfies the general education requirements in mathematics. Prerequisite: MATH 120 (or higher) with a grade of 'C' or better.

MATH 0312 (F,S,Su) 3 hrs. cr.
Problems of Teaching Arithmetic in the Elementary Schools

(See EDUC 312 for description.) Will not count toward a major in mathematics. Prerequisite: MATH 119 and completion of Junior Block.

MATH 0315 (Su) 3 hrs. cr.
Algebraic Structures for Teachers

An introduction to modern algebra: Sets, relations and functions, groups, rings, integral domains and fields. The course will emphasize activities that incorporate these topics in the middle school/junior high mathematics curriculum. Will not count toward a major in mathematics. Prerequisite: MATH 150 with a grade of 'C' or better.

MATH 0322 (S) 3 hrs. cr.
Differential Equations

Ordinary differential equations of first and second order, linear equations with constant coefficients, Laplace transforms, power series solutions, numerical solutions, with applications. Prerequisite: MATH 250 with a grade of 'C' or better.

MATH 0330 (F-Odd) 3 hrs. cr.
History of Math (Writing Intensive)

A multicultural approach to the history of mathematics from the beginnings to the discovery of Calculus. A study of the people and ideas that have shaped events in mathematics history. Historical and contemporary problems that reinforce ideas and methods of the past and present. Construction of a world map depicting important times and places in history. Prerequisite: MATH 250 with a grade of 'C' or better.

MATH 0332 (F-Even) 3 hrs. cr.
Geometry

Geometric theory from a modern axiomatic viewpoint. Includes an introduction to finite, projective, Euclidean and non-Euclidean geometries. Prerequisite: MATH 250 with a grade of 'C' or better.

MATH 0339 (F) 3 hrs. cr.
Teaching Mathematics in Secondary Schools

Introduction to the instructional planning, materials and methods of teaching mathematics in the secondary schools. Includes brief survey of the history of algebra and trigonometry. Part of the Professional Semester. Will not count toward a major in mathematics.

MATH 0340 (F) 3 hrs. cr.
Discrete Mathematics

The course is designed as an introduction to discrete mathematics which serves as a foundation for topics in computer science. Topics include: foundations of discrete mathematics, algorithms, graphs/trees, Boolean algebra, recurrence relations, combinatorics, and other topics as time allows. Prerequisite: MATH 260 or consent of the department head.

MATH 0342 (F-Odd) 3 hrs. cr.
Abstract Algebra

The course is designed as an introduction to algebra. Topics include: groups, permutations, cosets, homomorphisms, factor groups, rings, fields, integral domains, and ideals. Prerequisite: MATH 300 with a grade of "C" or better.

MATH 0350 (F-Even) 3 hrs. cr.
Introduction to Numerical Analysis

Error analysis, solution of polynomial and transcendental equations, collocation polynomials, matrix methods, numerical differentiation and integration. Prerequisite: MATH 250 with a grade of 'C' or better and CIS 110 or higher with a grade of 'C' or better.

MATH 0351 (S) 3 hrs. cr.
Linear Algebra

Algebra of linear equations and matrices, vector spaces, linear mappings and transformations, determinants, bilinear and quadratic forms, linear functionals, vector inner products and cross products. Prerequisite: MATH 300 with a grade of 'C' or better.

MATH 0361 (F) 3 hrs. cr.
Probability and Statistics I

Theory of probability using concepts and methods of calculus. A study of discrete and continuous distributions. The central limit theorem. Prerequisite: MATH 260 with a grade of 'C' or better.

MATH 0371 (F-Odd) 3 hrs. cr.
Introduction to Operations Research (Writing Intensive)

Operations research/management science for computer science and mathematics students. Topics includes linear and integer programming, project scheduling, inventory models and queuing theory. Prerequisites: MATH 260 with a grade of C or better and CIS 210 with a grade of C or better or equivalent computer programming ability.

MATH 0375 (Demand) 1 hr. cr.
Seminar in Advanced Problem Solving

Techniques, strategies and reasoning tools useful for solving sophisticated mathematical problems from various areas and combinations of areas of mathematics. Prerequisite: MATH 300 with a grade of 'C' or better.

MATH 0407 (Demand) 2 hrs. cr.
Overcoming MATH Anxiety

Designed to help students overcome their personal mathematics anxiety, this course will also teach students how to stop the math anxiety cycle for their prospective elementary school students. Using a variety of intervention strategies and instruction in elementary education mathematics and mathematics education pedagogy, the course will enable students to help reduce, prevent and eliminate fear and avoidance of mathematics in future generations of students. Prerequisite: MATH 111 or MATH 119.

MATH 0421 (S-Odd) 3 hrs. cr.
Introduction to Advanced Calculus

Methods of real analysis, basic topology of real numbers, sequences and series, the derivative and the Riemann integral. Prerequisite: MATH 300 with a grade of 'C' or better.

MATH 0452 (F-Even) 3 hrs. cr.
Mathematical Models (Writing Intensive)

Applying mathematics in formulating and analyzing models for real world problems. Topics include deterministic models, graphs as models, stochastic

122 MATHEMATICS, MUSIC

models and computer simulation. Prerequisite MATH 260 with a grade of 'C' or better and CIS 210 with a grade of 'C' or better or equivalent computer programming ability.

MATH 0462 (S-Even) 3 hrs. cr. **Probability and Statistics II**

Distributions of discrete and continuous random variables, sampling distributions and estimation of parameters. Investigation of the techniques of hypothesis testing, correlation and regression. Prerequisite: MATH 361 with a grade of 'C' or better.

MATH 0485 (S) 3 hrs. cr. **Topics in Mathematics**

Advanced topics in mathematics. Each year a topic will be chosen from Complex Variables, Number Theory, Partial Differential Equations, Topology and Numerical Analysis, with the possibility of additional topics subject to demand. Prerequisites: MATH 260 with a grade of 'C' or better, with additional prerequisites depending on the topic.

MATH 0498 (Demand) 1-3 hrs. cr. **Advanced Topics in Mathematics**

Designed to give advanced instruction in some area of mathematics not covered in other courses. For upper division majors. Prerequisites to be determined by the department.

MATH 0499 (Demand) 1-3 hrs. cr. **Independent Study**

Course structured by the adviser with approval of the department head and school dean. Prerequisite: Advanced standing in the major field with a GPA of 3.0. Students must make application several weeks in advance. Registration must be approved by the adviser, department head and school dean. See department head for details.

MUSIC

Fine Arts Building 214 • 417.625.9318

Faculty Macomber - Head, Barelos, Carmine, Cifelli, Fronzaglia, Liu, Raymond, Sharlow, Smith, Snodgrass, Wise

Mission

The Music Department of Missouri Southern State University seeks to serve the University and its many constituents, in the following ways: by providing access to a general foundation in music education, by providing professional preparation to individuals interested in selected fields of study within the discipline of music, by providing an environment of cultural enrichment and by providing departmental support to the institutional commitment of the International Mission.

The Music Department acknowledges these activities as parts of its Mission:

- music performance
- teacher preparation
- community involvement
- the consistent delivery of a quality-driven curriculum
- support of the institutional International Mission through travel, studies conducted abroad, international performance and studies directed in support of the International Semester
- promote varied musical opportunities grounded in the Liberal Arts

The Department of Music offers a Bachelor of Arts degree and a Bachelor of Science in Education degree with a major in Music. Each degree prepares graduates for performance, studio teaching and/or continued study toward an advanced degree. In addition, the Bachelor of Science in Education degree prepares graduates for teaching in public education.

General education requirements for one course in Area F, Humanities and Fine Arts, are fulfilled by MUS 110 Music Appreciation and/or MUS 106 World Music.

All music majors (with exception of piano majors) are required to pass a piano proficiency examination prior to graduation. Students must continue to enroll in piano courses regardless of credit requirements until piano proficiency is passed.

Bachelor of Arts with a Major in Music

Major Code MU00

	Semester Hours
General Education Requirements (p. 45)	47
Foreign Language (four courses in one language)	12
Music Requirements	65
MUS 111 Music Theory I	.4
MUS 112 Music Theory II*	.4
MUS 182 Conducting Techniques*	.2
MUS 211 Music Theory III*	.3
MUS 212 Music Theory IV*	.3
MUS 240 Recital Attendance (8 semesters)	Cr.
MUS 311 History of Music I*	.3
MUS 312 History of Music II*	.3
MUS 420 Form and Analysis*	.3
MUS 433 Instrumental & Vocal Arranging*	.4
MUS 443 Advanced Choral Conducting****	.2
MUS 444 Advanced Instrumental Conducting****	.2
MUS 450 Senior Recital*	Cr.
Large Music Ensemble (8 semesters)***	.8
Private study in one area (8 semesters)	.16
Piano requirements*^#	.4
Music Electives#	.4
Total	124**

*See Prerequisites

**Must include at least 40 Upper Division (300-400 level) hours.

***Must be taken the last eight semesters of residency.

****Voice majors may substitute with MUS 309 Choral Techniques.

*****Instrumental majors may substitute with MUS 413 Instrumental Music Methods.

^Typical Piano sequence: Class Piano 103, 104, 203, remaining credits can be filled with repeat enrollment in MUS 203 (until piano proficiency is passed) or Applied Piano credits (MUS 125, 126, 325, 326). Students with advanced piano skills may be eligible to test out of piano courses with approval of the department. (Also see Credit Options: "Advanced Standing Examination: on p. 43.)

#Piano majors must take 4 semester hours of music electives in lieu of the applied Piano elective. This is in ADDITION to the 4 credits of music electives required of all BA music majors.

Bachelor of Arts with a Major in Music Industry

Major Code MU01

Semester Hours
General Education Requirements (p. 45) 46-47* 43-44**Foreign Language (four courses in one language) 12****Business Courses. 26**

ACCT 201	Principles of Financial Accounting	3
ENT 202	Business Opportunities	1
ENT 210	The Management Process Entrepreneurs	1
GB 320	Business Communication (WI)*	3
GB 301	Legal Environment of Business I	3
MM 237	Management Information Systems*	3
MM 300	Principles of Marketing*	3
MM 350	Fundamentals Of Organizational Management (WI)*	3
MM 401	Integrated Marketing Communication*	3
MM 405	Internet Marketing*	3

Music Requirements 34-35

MUS 240	Recital Attendance (4 semesters)	0
MUS 111	Music Theory I	4
MUS 112	Music Theory II	3
MUS 311	History of Music I (WI)	3
MUS 312	History of Music II (WI)	3
MUS 200	Level Applied Music major	4
MUS 400	Level Applied Music major	4
MUS 100	Level Large Ensemble	2
MUS 300	Level Large Ensemble	2

MUS 103/104-203 Class Piano/Applied Piano Elective
OR

MUS 100	Level Applied Music Elective	2
MUS 410	Music Industry & Copyright	2
MUS 412	Music Technology	2
MUS 470	Internships in Music Industry	3-4

Additional Requirements 9

CIS 110	Programming I	3
CIS 308	Website Administration I	3
TH 382	Sound Design	3

Total 124-126

*See Prerequisites

Note: the music content within this degree DOES NOT meet minimum requirements for the BA in Music degree. The minimum undergraduate music requirements permitting pursuit of a graduate degree in music would not be met by this degree track.

Bachelor of Science in Education**with a Major in Music****Grades Pre K-12 Certification****Single Teaching Field****Option 1 Instrumental Emphasis**

Major Code ES14

Semester Hours
General Education Requirements (p. 45) 46-47* 43-44**Music Requirements 64**

MUS 111	Music Theory I	4
MUS 112	Music Theory II**	4
MUS 182	Conducting Techniques**	2
MUS 211	Music Theory III**	3
MUS 212	Music Theory IV**	3
MUS 231	String Techniques	1
MUS 232	Brass Techniques	1

MUS 233	Percussion Techniques (Not open to percussion majors. Percussion majors must substitute a 2nd semester of MUS 232 or 234.)	1
MUS 234	Woodwind Techniques	1
MUS 240	Recital Attendance (7 semesters)	Cr.
MUS 311	History of Music I**	3
MUS 312	History of Music II**	3
MUS 333	Music for the Elementary Grades***	2
MUS 411	Marching Band Methods**	2
MUS 413	Instrumental Music Methods	2
MUS 420	Form and Analysis**	3
MUS 433	Instrumental & Vocal Arranging**	4
MUS 444	Advanced Instrumental Conducting**	2
MUS 450	Senior Recital**	Cr.
MUS	Piano (opt. b)/Wind Instrument (opt. a)****	2

****(opt. a) Instrumental Major, other than piano: two Semester Hours of piano study or the equivalent (Class piano may be included).

(opt. b) Piano Major: two Semester Hours of private study on a wind instrument or the equivalent.

Private study as a major in one area (7 semesters) 14

Large Ensemble (7 semesters)***** 7

Brass, Woodwind or Percussion Major: the seven

semesters of large ensemble must be in band.

String Major: the seven semesters of large ensemble

may be in band or choir.

Piano Requirements*^#

*^#Typical piano sequence: Class Piano 103, 104, 203. Students with advanced piano skills may be eligible to test out of piano courses with approval of the department (Also see Credit Options: Advanced Standing Examination: on p. 47.) Piano major: two semesters hours of private study on a wind instrument or the equivalent.

Professional Education Requirements (p. 179) 41-43**Total 148-151**

*The required course in psychology satisfies both certification requirements and three hours of General Education Requirements.

**See Prerequisites

***Must be completed prior to the Professional Semester of supervised teaching.

*****Must be taken the seven semesters immediately prior to the student teaching semester.

Bachelor of Science in Education**with a Major in Music****Grades Pre K-12 Certification****Single Teaching Field****Option II Vocal Emphasis**

Major Code ES22

Semester Hours
General Education Requirements (p. 45) 46-47* 43-44**Music Requirements 64**

MUS 111	Music Theory I	4
MUS 112	Music Theory II**	4
MUS 182	Conducting Techniques**	2
MUS 211	Music Theory III**	3
MUS 212	Music Theory IV**	3
MUS 240	Recital Attendance (7 semesters)	Cr.
MUS 309	Choral Techniques	2
MUS 311	History of Music I**	3

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MUS 312	History of Music II**	3
MUS 333	Music for the Elementary Grades***	2
MUS 409	Choral Literature	2
MUS 420	Form and Analysis**	3
MUS 433	Instrumental & Vocal Arranging**	4
MUS 443	Advanced Choral Conducting*	2
MUS 450	Senior Recital**	Cr.
MUS	Piano (opt. a)/Voice (opt. b)****	6

****(opt. a) Piano Major: six Semester Hours of private voice study or the equivalent.

(opt. b) Voice Major: six Semester Hours of piano study or the equivalent (two semesters of private study following the satisfactory completion of four semesters of class piano).

Private study as a major in one area (7 semesters)14

Concert Chorale (7 semesters)*****7

Piano Requirements*^(except piano majors)

*^Typical piano sequence: Class Piano 103, 104, 203. Students with advanced piano skills may be eligible to test out of piano courses with approval of the department (Also see Credit Options: Advanced Standing Examination: on p. 43.) Piano major: two semesters hours of private study on a wind instrument or the equivalent.

Professional Education Requirements (p. 179)41-43

Total 148-151

*The required course in psychology satisfies both certification requirements and three hours of General Education Requirements.

**See Prerequisites

***Must be completed prior to the Professional Semester of supervised teaching.

*****Must be taken the seven semesters immediately prior to the student teaching semester.

Bachelor of Science in Education with a Major in Music

Grades Pre K-12 Certification

Plan B Single Teaching Field

Option III Double Certification

Major Code ES11

Semester Hours

General Education Requirements (p. 45) 46-47* 43-44

Music Requirements81

All of the requirements listed for Option I and Option II, either (a) or (b), with the exception of the applied major requirement.59

Private study as an applied major in one primary area (7 semesters)14

Private study as an applied elective in one secondary area (4 semesters)8

A proficiency test in the secondary major area must be passed before graduation.

A senior recital will be required only in the primary applied area.

Professional Education Requirements (p. 179)41-43

Total 165-168

*The required course in psychology satisfies both certification requirements and 3 hours of General Education Requirements.

Minor in Music

Minor Code MU80

	Semester Hours
MUS 111 Music Theory I	4
MUS 112 Music Theory II	4
Large Ensemble	4
Applied Music Elective (2 Semesters)	2
Music Electives*	7
Total	21

*Must be made with prior approval of music adviser, 6 must be Upper Division.

For additional information contact:

Dr. Jeffrey Macomber

Office: Music Building 216

Phone: 417.625.9635

Fax: 417.625.3030

Email: macomber-j@mssu.edu

Course Descriptions

MUS 0101 (S) 3 hrs. cr. Jazz Styles & Appreciation

This survey course is geared to the non-musician and explores the stylistic periods of jazz as well as its most influential performers, starting with its roots in the music of West Africa through the years of Dixieland, Swing, Bebop, Cool and Progressive Jazz. Music literature, style and performance are examined, along with the lives of significant composers/musicians and their impact on the cultural, philosophical and aesthetic issues of their day.

MUS 0102, 0202, 0302, 0402 (Demand) 1 hr. cr. Opera or Musical Theatre Performance

Performance of a role along with active participation in the different areas of staging the musical or opera. Credit is applied after departmental evaluation and approval at the end of the semester. (Students may not receive credit from both the theatre department and music department for the same production.)

MUS 103 (F) 1 cr. hr. Class Piano I

Beginning piano for majors with little or no background. Emphasis on keyboard orientation, intervallic reading and I, IV, V chord structures.

MUS 104 (S) 1 cr. hr. Class Piano II

A continuation of Class Piano 103. Emphasis on improving reading skills and musicianship. Includes elementary repertoire, harmonization and accompaniment. Prerequisite: MUS 103 or approval of instructor.

MUS 0106 (F,S) 3 hrs. cr. World Music

An ethnomusicological survey of select indigenous musics and their cultures. The musical cultures selected for study are not those found in Eurocentric (Western art) musics. There are no prerequisites.

MUS 0110 (F,S,Su) 3 hrs. cr. Music Appreciation

A survey of masterpieces of Western musical literature; intended for non-music major.

MUS 0111 (F) 4 hrs. cr.
Music Theory I

Basic fundamentals of music with initiation of harmonic analysis, partwriting and ear training. Basic course for music majors; others by consent of instructor.

MUS 0112 (S) 4 hrs. cr.
Music Theory II

Sequential course in written harmony, including inversion, seventh chords, non-harmonic tones and ear training. Prerequisite: MUS 111.

MUS 0121, 0321 (F) 0122, 0322 (S) 1 hr. cr.
Concert Choral

Open to all university students. Preparation and performance of great choral works. Prerequisite: Permission of instructor. Lower division may be taken twice for credit and upper division three times.

MUS 0133 (Demand) 2 hrs. cr.
Opera

History, production and performance of one act operas, operatic excerpts, musicals and light opera. Academic concentration the first six weeks on opera history and opera production with the last 10 weeks focusing upon the particular opera selected for production the spring semester of that year.

MUS 0141, 0341 (F,Su) 0142, 0342 (S) 1 hr. cr.
Jazz Orchestra

A jazz ensemble open to all students who are qualified instrumentalists. The Jazz Orchestra will prepare and present several concerts during the year, while dealing primarily with music of the jazz idiom. Prerequisite: Permission of instructor. Lower division may be taken twice for credit and upper division three times. Co-requisite: MUS 191, 391, 192 or 392.

MUS 0151, 0351 (F) 0152, 0352 (S) 1 hr. cr.
Orchestra

Open to all qualified students who play orchestral instruments. Rehearsal and public performance of standard orchestral literature. Prerequisites: Permission of director of orchestra. Lower division may be taken twice for credit and upper division three times.

MUS 0161, 0361 (F) 0162, 0362 (S) 1 hr. cr.
Southern Exposure

Small select ensemble. Performs all literature from madrigal to modern music, written for small vocal ensemble. Prerequisite: Audition. Lower division may be taken twice for credit and upper division three times. Co-requisite: MUS 121, 122, 321 or 322.

MUS 0171, 0371, 0172, 0372 (Demand) 1 hr. cr.
Brass Choir

Open to all students with band instrument experience. Performance of literature for brass ensemble. Lower division may be taken twice for credit and upper division three times.

MUS 0182 (S) 2 hrs. cr.
Conducting Techniques

Baton technique, factors in interpretation, score reading and rehearsal procedures for instrumental and vocal organizations. Included is experience conducting live rehearsals. Prerequisite: MUS 211.

MUS 0183, 0383 (F) 0184, 0384 (S) 1 hr. cr.
Percussion Ensemble

Select chamber ensemble open to percussion majors and other qualified percussionists. Includes the study and performance of a cross-section of literature for percussion ensemble to include classical, popular and ethnic styles. Prerequisite: Permission of instructor. Lower division may be taken twice for credit and upper division three times.

MUS 0185, 0385 (F) 0186, 0386 (S) 1 hr. cr.
Woodwind Chamber Ensemble

Select chamber ensemble open to woodwind majors and other qualified woodwind performers. Includes the study and performance of literature for various woodwind ensembles including classical, romantic and 20th century music. Prerequisite: Permission of instructor. Lower division may be taken twice for credit and upper division three times.

MUS 0187, 0387 (F) 0188, 0388 (S) 1 hr. cr.
Wind Ensemble

This select ensemble is open to instrumental music majors and non-majors of qualified musical ability. The ensemble will study and perform challenging wind ensemble and symphonic band literature from the baroque, classical, romantic and 20th century contemporary music. The ensemble will prepare and present several concerts during the year. Prerequisite: Permission of instructor. Lower division may be taken twice for credit and upper division three times.

MUS 0191, 0391 (F) 1 hr. cr.
Marching Band

Open to all qualified students with high school band experience. A study and practice of the fundamentals of drill and presentation of musical marching maneuvers. Prerequisite: Permission of instructor. Lower division may be taken twice for credit and upper division three times.

MUS 0192, 0392 (S) 1 hr. cr.
Concert Band

Open to all qualified students with band instrument experience. Rehearsal and public performances of composite repertoire. Prerequisite: Permission of instructor. Lower division may be taken twice for credit and upper division three times.

MUS 203 (F,S) 1 hr. cr.
Class Piano III

A continuation of Class Piano 104. Emphasis on developing the skills required to pass the Piano Proficiency Exam. Repeatable until piano proficiency is achieved. Prerequisite: MUS 104 or approval of the instructor.

MUS 0211 (F) 3 hrs. cr.
Music Theory III

Secondary dominant functions, augmented sixth chords, advanced chromatic and enharmonic modulation, introduction to contemporary styles and short original compositions. Prerequisite: MUS 112.

MUS 0212 (S) 3 hrs. cr.
Music Theory IV

A study of selected contemporary styles: pan-triadic, bitonal and poly-chordal, quartal harmony, pandiatonicism, serial techniques and short original compositions. Prerequisite: MUS 211.

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MUS 0215 (S-Even) 2 hrs. cr.
Vocal Pedagogy

An introduction to the science and teaching of singing. Emphasis is placed upon the study of the physiology and anatomy, breathing and phonation and acoustics of the vocal instrument as well as the pedagogical approaches to training the singing voice.

MUS 0219 (S-Odd) 2 hrs. cr.
Vocal Diction and Literature

Applied voice students receive instruction in the correct pronunciation of English, Italian, French, German and Ecclesiastical Latin as used in the study of vocal literature.

MUS 0231 (S-Even) 1 hr. cr.
String Techniques

Class instruction in the string instruments, including a study of methods and materials to be used in the teaching of beginning students.

MUS 0232 (F-Odd) 1 hr. cr.
Brass Techniques

Class instruction in the brass instruments, including a study of methods and materials to be used in the teaching of beginning students.

MUS 0233 (S-Odd) 1 hr. cr.
Percussion Techniques

Class instruction in the percussion instruments, including a study of methods and materials to be used in the teaching of beginning students. Not open to percussion majors.

MUS 0234 (F-Even) 1 hr. cr.
Woodwind Techniques

Class instruction in the woodwind instruments, including a study of methods and materials to be used in the teaching of beginning students.

MUS 0240 (F,S) 0 hrs. cr.
Recital Attendance

Attendance at designated afternoon and evening recitals and concerts is required of all music majors each semester. BSE majors may take the course seven times for credit; BA majors may take the course eight times for credit.

MUS 0243 (F-Odd) 3 hrs. cr.
Musical Theatre

History, production and performance of musical theatre. Academic concentration on scenes from musicals with emphasis on acting, music and dance techniques needed for musical productions and focus upon representative musicals from the past fifty years and more specifically on the particular musical selected for production in the spring semester of that school year. Course also offered under TH 243.

MUS 0298 (Demand) 1-3 hrs. cr.
Topics in Music

Study of special topics in music not included in another course. Prerequisite: Permission of instructor.

MUS 0309 (F-Even) 2 hrs. cr.
Choral Techniques

Designed to formulate principles for directing secondary and adult choral ensembles. Covers motivational techniques, including body language, verbal skills, understanding of the vocal mechanism and the function of rhythm in

the musical phrase. Explores various organizational methods, rehearsal procedures and teaching materials. Also includes conducting techniques conducive to encouraging proper vocal technique. Prerequisite: MUS 182.

MUS 0311 (F-Even) 3 hrs. cr.
History of Music I (Writing Intensive)

General survey of history of music from Greek period to 18th century. Prerequisite: MUS 112.

MUS 0312 (S-Odd) 3 hrs. cr.
History of Music II (Writing Intensive)

From 18th century to the present. Score reading required. Prerequisite: MUS 112.

MUS 0332 (F,S) 2 hrs. cr.
Music for the Elementary School

Methods of teaching music in the elementary classroom and a study of materials to be used. (Not designated for Music Majors.)

MUS 0333 (S-Even) 2 hrs. cr.
Music for the Elementary Grades

Methods of teaching music in the elementary classroom and a study of materials to be used. Restricted to music majors and advanced music students. Prerequisite: MUS 112.

MUS 0409 (S-Even) 2 hrs. cr.
Choral Literature

Study of choral and vocal chamber literature from the early Renaissance through the twentieth century. Concentrate on performance styles of various types of choral literature. Prerequisite: MUS 211.

MUS 410 (F-Even, Demand) 2 hrs. cr.
Music Industry and Copyright

For music majors or related minors. Includes the study of career paths within the music industry, networking, copyright and intellectual property issues and music industry resources. Prerequisites: MUS 112, junior standing or permission of instructor.

MUS 0411 (F-Odd) 2 hrs. cr.
Marching Band Methods

Procedures needed in organization, promotion, equipping, rehearsing and performance of a marching band including study of musical repertoire and charting of field maneuvers. For music majors; others by consent of instructor. Prerequisite: 2 semesters marching band. Co-requisite: MUS 391.

MUS 0412 (S-Odd, Demand) 2 hrs. cr.
Music Technology

For music majors or related minors. Includes the study of music notation programs, midi programs and sequencing, audio editing, recording techniques and applications and applications of technology. Prerequisites: MUS 112, junior standing or permission of instructor.

MUS 0413 (F-Even) 2 hrs. cr.
Instrumental Music Methods

Acquaints instrumental music education majors with the administration and supervision of the instrumental program through the high school level. Content includes curriculum, schedules, budget, instructional techniques, classroom management, public relations, philosophy and psychology as they relate to instrumental music education. Prerequisite: MUS 182.

MUS 0420 (F-Odd) 3 hrs. cr.

Form and Analysis

Harmonic and formal analysis of composition from the Baroque Era through contemporary music. Prerequisite: MUS 212.

MUS 0433 (S-Even) 4 hrs. cr.

Instrumental & Vocal Arranging

An in-depth study of wind, string and percussion instruments. Scoring for various instrumental and vocal combinations. Prerequisite: MUS 211.

MUS 0443 (S-Odd) 2 hrs. cr.

Advanced Choral Conducting

Conducting techniques specifically related to choral music. Prerequisite: MUS 182 hrs. cr.

MUS 0444 (F-Even) 2 hrs. cr.

Advanced Instrumental Conducting Techniques

Conducting skills, including irregular beat patterns, advance technical problems and methods developed for solving them. Prerequisite: MUS 182.

MUS 0450 (F,S) 0 hrs. cr.

Senior Recital

A solo recital is required of all music majors. The recital is to be given within the last year of residency. Co-requisite: MUS 417, 427, 437, 447, 467, 418, 428, 438, 448, 458 or 468.

MUS 470 (F,S,Su) 3-4 hrs. cr.

Internship in Music Industry

For music majors. Includes the application of materials and fundamentals in a real world experience. Students will choose from the areas of: arts or artist management, music retail, arts related manufacturing and sales, recording industry and technology, theatrical industry and contemporary church music ministry for cooperative experience. Prerequisites: MUS 410, MUS 412, MM 350. Course may be repeated one time for a maximum of six credit hours.

MUS 0498 (Demand) 1-3 hrs. cr.

Advanced Topics in Music

For upper division music majors or related majors. Topics and methods not included in other courses. Permission of instructor is required.

MUS 0499 (F,S) 1-3 hrs. cr.

Independent Study

Designed for the individual who desires to explore a topic more completely than can be done in a regular course offering. Prerequisite: See General Regulations in the catalog.

Applied Music Elective (Private Lessons)

Private study in: Brass, Piano, Percussion, String, Woodwind and Voice. All lower division applied music offerings may be taken twice for credit and upper division three times.

MUS 0115, 0315 (S) Applied Music Brass Elective	1 hr. cr.
MUS 0125, 0325 (S) Applied Music Piano Elective	1 hr. cr.
MUS 0135, 0335 (S) Applied Music Percussion Elective	1 hr. cr.
MUS 0145, 0345 (S) Applied Music String Elective	1 hr. cr.
MUS 0155, 0355 (S) Applied Music Woodwind Elective	1 hr. cr.
MUS 0165, 0365 (S) Applied Music Voice Elective	1 hr. cr.
MUS 0116, 0316 (F) Applied Music Brass Elective	1 hr. cr.
MUS 0126, 0326 (F) Applied Music Piano Elective	1 hr. cr.
MUS 0136, 0336 (F) Applied Music Percussion Elective	1 hr. cr.
MUS 0146, 0346 (F) Applied Music String Elective	1 hr. cr.

MUS 0156, 0356 (F) Applied Music Woodwind Elective	1 hr. cr.
MUS 0166, 0366 (F) Applied Music Voice Elective	1 hr. cr.
MUS 0117, 0317 (S) Applied Music Brass Elective	2 hrs. cr.
MUS 0127, 0327 (S) Applied Music Piano Elective	2 hrs. cr.
MUS 0137, 0337 (S) Applied Music Percussion Elective	2 hrs. cr.
MUS 0147, 0347 (S) Applied Music String Elective	2 hrs. cr.
MUS 0157, 0357 (S) Applied Music Woodwind Elective	2 hrs. cr.
MUS 0167, 0367 (S) Applied Music Voice Elective	2 hrs. cr.
MUS 0118, 0318 (F) Applied Music Brass Elective	2 hrs. cr.
MUS 0128, 0328 (F) Applied Music Piano Elective	2 hrs. cr.
MUS 0138, 0338 (F) Applied Music Percussion Elective	2 hrs. cr.
MUS 0148, 0348 (F) Applied Music String Elective	2 hrs. cr.
MUS 0158, 0358 (F) Applied Music Woodwind Elective	2 hrs. cr.
MUS 0168, 0368 (F) Applied Music Voice Elective	2 hrs. cr.

Elective in Jazz Improvisation (F,S)

A performance-oriented lab in jazz combo and small ensemble settings which includes study of chord types, scales, chord progressions, standard literature and transcription. Each course number may be taken eight times for credit.

MUS 0114	1 hr. cr.
MUS 0214	2 hrs. cr.

Applied Music Major (Private Lessons)

Private study in: Brass, Piano, Percussion, String, Woodwind and Voice.

All lower division applied music offerings may be taken twice for credit and upper division three times.

MUS 0217, 0417 (S) Applied Music Brass Major	2 hrs. cr.
MUS 0227, 0427 (S) Applied Music Piano Major	2 hrs. cr.
MUS 0237, 0437 (S) Applied Music Percussion Major	2 hrs. cr.
MUS 0247, 0447 (S) Applied Music String Major	2 hrs. cr.
MUS 0257, 0457 (S) Applied Music Woodwind Major	2 hrs. cr.
MUS 0267, 0467 (S) Applied Music Voice Major	2 hrs. cr.
MUS 0218, 0418 (F) Applied Music Brass Major	2 hrs. cr.
MUS 0228, 0428 (F) Applied Music Piano Major	2 hrs. cr.
MUS 0238, 0438 (F) Applied Music Percussion Major	2 hrs. cr.
MUS 0248, 0448 (F) Applied Music String Major	2 hrs. cr.
MUS 0258, 0458 (F) Applied Music Woodwind Major	2 hrs. cr.
MUS 0268, 0468 (F) Applied Music Voice Major	2 hrs. cr.

PARALEGAL STUDIES

Webster Hall 245 • 417.625.9564

Faculty Locher - Head

Mission

Preparing students for dynamic leadership and responsible citizenship is the mission of the Department of Social Sciences. The department provides students with the opportunity to cultivate critical thinking, communication and technological skills that will continue to be of value in the complex world of the 21st century. The faculty offers substantive instruction and intellectual challenge within the Social Sciences. The department emphasizes opportunities to engage in the international world in support of the University's international mission. Finally, the Department of Social Sciences builds bridges to the local community through academic internships, public events, partnerships with local institutions and sponsorship of academic programs and events for local schools' students and teachers.

128 PARALEGAL STUDIES

The paralegal program is designed for the student seeking a career as a legal assistant working under the direction and supervision of an attorney in private practice, government service or legal aid. However, the knowledge and skills acquired in the paralegal program are also beneficial to students in the areas of law enforcement, prelaw, business law and political science. Students who wish to learn more about the legal system and how to develop their own skills in legal research for personal enrichment are also encouraged to enroll.

Students enrolled in the paralegal program may obtain a certificate or use it as a minor for any Bachelor of Arts or Bachelor of Science degree. Students who wish to take classes in paralegal studies only may receive a certificate for successfully completing 24 hours of coursework. This certificate qualifies students for employment. The required courses are the same for the minor or the certificate. Students must have an adviser in paralegal studies.

Minor or Certificate in Paralegal Studies

Minor Code PL80 Certificate Code PL81

Semester Hours

General Education Requirements

ENG 101	College Composition I (WI)	3
Computer Literacy (CIS 105 or Demonstrated Proof of Competency)		3

Paralegal Required Courses

PLS 201	Introduction to Legal Assistance	3
PLS 210	Law Office Management	3
PLS 304	Legal Research	3

Paralegal Specialty Courses

Nine (9) hours from combination of courses listed below:		
PLS 298	Topics in Paralegal Studies	3
PLS 313	Property	3
PLS 314	Civil Litigation	3
PLS 324	Family Law	3
PLS 401	Wills, Trusts and Probate	3
PLS 491	Internship**	3
PLS 498	Senior Seminar**	3
PLS 499	Independent Study**	3

General Legal Electives

Six (6) hours from combination of additional Paralegal Specialty Courses listed above or the following General Legal Electives:		
GB 301	Legal Environment of Business I	3
GB 302	Legal Environment of Business II	3
PSC 310	Law, Society, & Judicial Process	3
PSC 322	International Law	3
PSC 431	Constitutional Law I	3
PSC 432	Constitutional Law II	3
COMM 310	Communications Law	3
LE 250	Criminal Law	3
MM 411	Labor and Employment Law	3

Total 24

**See Prerequisites

For additional information contact:

Dr. David Locher
Office: Webster Hall 245
Phone: 417.625.9565
Email: locher-d@mssu.edu

Course Descriptions

PLS 0201 (F) 3 hrs. cr. Introduction to Legal Assistance

American legal system with emphasis on the roles, skills and tasks of the paralegal. Topics include professional ethics, client interviewing and legal analysis.

PLS 0210 (Demand) 3 hrs. cr. Law Office Management

Management and operation of the law office with emphasis on the practical aspects of processing cases, office workflow, billing and attorney-client and personnel relationships. Topics include the legal team, the attorney-client relationship, legal fees, timekeeping, filing and records management.

PLS 0298 (Demand) 3 hrs. cr. Topics in Paralegal Studies

Special topics of current interest to the student. Subjects are changed each semester. Students are encouraged to submit areas of interest to the Social Science Department.

PLS 0304 (F-Odd) 3 hrs. cr. Legal Research

Research involved in case preparation; use of the law library and the various digests, encyclopedias, reports, etc., contained therein. Course is cross-listed as PSC 304.

PLS 0313 (S-Odd) 3 hrs. cr. Property

Laws relating to real and personal property with emphasis on the procedures and forms used in real estate transactions and conveyances such as deeds and contracts. Course is cross-listed as PSC 313.

PLS 0314 (S-Even) 3 hrs. cr. Civil Litigation

Process of civil litigation from filing to appeal including rules for instituting and conducting lawsuits before federal and state courts, rules of procedure and the preparation of pertinent legal forms. Course is cross-listed as PSC 314.

PLS 0324 (S-Even) 3 hrs. cr. Family Law

Laws regulating marriage, adoption, divorce, division of property, child custody and support, adult abuse and termination of parental rights and the preparation of pertinent legal forms. Course is cross-listed as PSC 324.

PLS 0401 (Demand) 3 hrs. cr. Wills, Trusts and Probate

Law of wills, trusts and intestate succession; includes analysis of the administration and probate of estates and the preparation of pertinent legal forms.

PLS 0491 (Demand) 3 hrs. cr. Internship

An applied internship of 135 hours done under the supervision of a practicing professional who is directly engaged in a day-to-day application of the law (i.e. judges, attorneys, government officials) as approved by department head. Prerequisite: 12 hours of paralegal studies and/or consent of instructor.

PLS 0498 (Demand) 3 hrs. cr.
Advanced Topics in Paralegal Studies

Comprehensive analysis and review of selected legal topics to be announced when course is offered. Prerequisite: 9 hours of paralegal studies or consent of instructor.

PLS 0499 (Demand) 1-3 hrs. cr.
Independent Study

Study and research by the student under the direction and supervision of instructor/adviser with prior approval by department head and school dean. Prerequisites: 9 hours of Paralegal Studies and a minimum GPA of 3.0. Repeatable up to six credit hours.

PHYSICS & PRE-ENGINEERING

Reynolds Hall 210 • 417.625.9766

Faculty Archer - Head, Chelf, Knapp, Marsh

Mission

The Chemical and Physical Sciences Department is a learning community dedicated to:

- delivering undergraduate instruction for physics and physics education majors
- offering physics courses suitable for students majoring in other fields
- offering general education requirement science courses in support of the university's liberal arts curriculum
- supporting a two year transfer program for students majoring in engineering
- providing a positive environment for students, staff and faculty

Physics graduates obtain a strong diversified background in science and mathematics which will qualify them to enter various areas of employment in industry, government or secondary education or for entrance into graduate programs in physics, engineering and many other disciplines. Students who plan to do graduate work in engineering should, with the help of a faculty adviser, select their free electives in the area they plan to enter.

The physics area of the Chemical and Physical Sciences Department participates in cooperative two-year pre-engineering programs which allow students to complete the first two years of an engineering degree at Missouri Southern and then transfer to an engineering school to complete the remaining two years of the degree. (See page 224).

Bachelor of Science with a Major in Physics

Major Code PH00

Physics (Engineering)

Major Code PH01

Semester Hours

General Education Requirements (p. 45) 46-47* 39

Physics Requirements 36

PHYS 250	General Physics I** 2
PHYS 260	General Physics II** 3
PHYS 290	General Physics III** 4

PHYS 291	General Physics III Lab. 1
PHYS 301	Modern Physics** 4
PHYS 322	Classical Mechanics** 3
PHYS 341	Thermal Physics** 4
PHYS 372	Electronic Circuits** 4
PHYS 381	Intermediate Physics Laboratory** 3
PHYS 401	Electricity & Magnetism** 4
PHYS 452	Quantum Mechanics** 4

OR

PHYS 480	Selected Topics in Physics & Engineering 3
PHYS 490	Seminar 1

Supporting Requirements 24

CHEM 151	General Chemistry I** 5
MATH 150	Calculus with Analytical Geometry I** 5
MATH 250	Calculus with Analytical Geometry II** 5
MATH 260	Calculus with Analytical Geometry III** 3
MATH 322	Differential Equations** 3
CIS 110	Programming I 3

Electives* 25**

Total 124****

*Required physics, chemistry and mathematics courses satisfy major requirements and 8 hours of General Education requirements.

**See Prerequisites

***Suggested Electives (CHEM 152, CIS 210, MATH 322 and MATH 351)

****Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Science in Education with a Major in Unified Science, Physics Endorsement Grades 9-12 Certification

Major Code ES02

Semester Hours

General Education Requirements (p. 45) 46-47* 32

Physics Requirements 28

PHYS 290	General Physics III 4
PHYS 291	General Physics III Lab. 1
PHYS 301	Modern Physics** 4
PHYS 312	Statics** 3
PHYS 322	Classical Mechanics** 3
PHYS 341	Thermal Physics** 4
PHYS 372	Electronic Circuits** 4
PHYS 381	Intermediate Physics Laboratory** 3
PHYS 490	Seminar 2

Supporting Requirements 54

PHIL 420	Philosophy of Science 3
BIO 110	Principles of Biology I/Lab 4
BIO 111	Principles of Biology II/Lab 4
CHEM 151	General Chemistry I** 5
CHEM 152	General Chemistry II** 5
PHYS 250	General Physics I** 2
PHYS 260	General Physics II** 3
GEOL 120	Introduction to Geology 4
GEOL 185	Introduction to Meteorology 4
MATH 150	Calculus with Analytical Geometry I** 5
MATH 250	Calculus with Analytical Geometry II** 5
MATH 260	Calculus with Analytical Geometry III** 3
CIS 110	Programming I 3

Select one:

BIO 312	Environmental Biology 4
BIO 402	General Ecology 4
BIO 481	Aquatic Ecology 4
GEOL 300	Environmental Geology 4

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Education Certification Requirements (p. 179).....39-42

Total153-156

*Required physics, chemistry, mathematics, biology and psychology courses satisfy major requirements and 15 hours of General Education requirements.

**See Prerequisites

Bachelor of Science in Education with a Major in Physics Grades 9-12 Certification

Plan A One of two teaching fields

Major Code ES07

Semester Hours

General Education Requirements (p. 45) 46-47*.....32

Physics Requirements22-23

PHYS 250 General Physics I2

PHYS 260 General Physics II.....3

PHYS 290 General Physics III4

PHYS 291 General Physics III Lab.....1

PHYS 301 Modern Physics4

PHYS 322 Classical Mechanics.....3

PHYS 372 Electronic Circuits.....4

OR

PHYS 381 Intermediate Physics Laboratory3

PHYS 490 Seminar.....2

Supporting requirements32

CHEM 151 General Chemistry I5

MATH 150 Calculus with Analytic Geometry I5

MATH 250 Calculus with Analytic Geometry II.....5

MATH 260 Calculus with Analytic Geometry III3

CIS 110 Introduction to Programming3

BIO 110 Principles of Biology I/Lab4

GEOL 300 Environmental Geology4

PHIL 420 Philosophy of Science3

Education Certification Requirements (p. 179).....39-42

Second Teaching Field (some fields exceed 30 hours).....30

Total155-159**

*Required chemistry, physics, biology, psychology and mathematics courses satisfy major requirements and 15 hours of General Education requirements.

**Varies with second field

Bachelor of Science in Education with a Major in Physics Grades 9-12 Certification

Plan B Single teaching field

Major Code ES07

Semester Hours

General Education Requirements (p. 45) 46-47*.....32

Physics Requirements26-27

PHYS 250 General Physics I2

PHYS 260 General Physics II.....3

PHYS 290 General Physics III4

PHYS 291 General Physics III Lab.....1

PHYS 301 Modern Physics4

PHYS 312 Statics (3)

OR

PHYS 322 Classical Mechanics.....3

PHYS 341 Thermal Physics.....4

PHYS 372 Electronic Circuits (4)

OR

PHYS 381 Intermediate Physics Laboratory3-4

PHYS 490 Seminar2

Supporting requirements32

CHEM 151 General Chemistry I5

MATH 150 Calculus with Analytic Geometry I5

MATH 250 Calculus with Analytic Geometry II.....5

MATH 260 Calculus with Analytic Geometry III3

CIS 110 Introduction to Programming3

BIO 110 Principles of Biology I/Lab4

GEOL 300 Environmental Geology4

PHIL 420 Philosophy of Science3

Education Certification Requirements (p. 179).....39-42

Total129-133

*Required chemistry, physics, mathematics and psychology courses satisfy major requirements and 15 hours of General Education requirements.

**Suggested electives: PHYS 300 Astronomy

Minor in Physics

Minor Code PH80

Semester Hours

PHYS 250 General Physics I2

PHYS 260 General Physics II.....3

PHYS 290 General Physics III4

PHYS 291 General Physics III Lab.....1

PHYS Upper Division Electives (excluding PHYS 300).....11

Total21

Minor in Advanced Power

Minor Code PH81

Semester Hours

PHYS 372 Electronic Circuits.....4

CHEM 440 Intro to Electrochemistry.....3

PHYS 440 Test & Evaluation of Electrochemical Devices ...3

CHEM 442 Design & Modeling of Electrochemical Devices ...3

CHEM 444 Mat. & Processing Methods/
Electrochemical Devices4

CHEM 498 Adv. Topics Electrochemical Devices2-3

Total19-20

For additional information contact:

Dr. Marsi Archer, Department Head

Office: Reynolds Hall 213

Phone: 417.625.9541

Email: archer-m@mssu.edu

Course Descriptions

PHYS 0100 (F,S,Su)

5 hrs. cr.

Fundamentals of Physical Science

Basic concepts in the fields of physics, chemistry, geology and astronomy will be presented as time permits. Central to the course will be a working ability in applying some of the basic laws of nature to specific problems. Lecture and demonstration periods. Prerequisite: MATH 030 with a grade of 'C' or better.

PHYS 0101 (F,S,Su) 5 hrs. cr.
Physical Science for Elementary Teachers

Basic concepts in the field of physical science. Central to the course will be a working ability in applying some of the basic laws of nature to specific problems. Four lecture and demonstration periods and one 3-hour lab per week. Prerequisite: MATH 119.

PHYS 0102 (F,S,Su) 1 hr. cr.
Physical Science Laboratory

Experiments related to topics studied in Physics 101 will be conducted. One 3-hour laboratory per week. Prerequisite or co-requisite: Physics 101. (Physics 100 may be allowed with permission of instructor.)

PHYS 0150 (Demand) 5 hrs. cr.
Environmental Physics

Emphasis on physics-based problems and laws related to the environment and to human health. Topics include forces in nature, energy, laws of thermodynamics, heat transfer and radiation, properties of fluids and fluid flow, mechanical properties of solids, sound, electromagnetic waves and spectra, basic electricity, radioactivity and nuclear physics. Designed for students in environmental health and students in biology needing only one course in physics. Students may not receive credit for both Physics 150 and 151 or Physics 150 and 152. Four hours lecture, one 3-hour laboratory per week. Prerequisite: MATH 140.

PHYS 0151 (F,S,Su) 5 hrs. cr.
Elementary College Physics I

Mechanics, rotational dynamics, properties of matter, heat, wave motion and sound. Four hours lecture, one 3-hour laboratory per week. Prerequisite: MATH 140.

PHYS 0152 (S) 4 hrs. cr.
Elementary College Physics II

Electricity, circuits, magnetism, optics, relativity, radioactivity and nuclear reactions. Three hours lecture, one 3-hour laboratory per week. Prerequisite: PHYS 151.

PHYS 0250 (F,S) 2 hrs. cr.
General Physics I

Introductory study of physics covering vectors, geometric and trigonometric applications in physics, kinematics and dynamics of particles in one and two dimensions and Newton's laws of motion. Course meets for the first five weeks of the semester. Four hours lecture and one 3-hour laboratory per week. Prerequisite or co-requisite: MATH 150.

PHYS 0251 (F,S) 3 hrs. cr.
General Physics IB

Introductory study of physics covering problem solving, spreadsheets, word processors, vector techniques, kinematics and dynamics of particles in one and two dimensions and Newton's laws of motion. Since the course is an enhanced version of PHYS 250, credit will not be given for both PHYS 250 and PHYS 251. PHYS 251 cannot be combined with PHYS 250 to satisfy five hours of physics credit. Class begins the sixth week of the semester following PHYS 250. Four hours of lecture and one 3-hour lab per week. Prerequisite or co-requisite: MATH 150.

PHYS 0260 (F,S) 3 hrs. cr.
General Physics II

Introductory study of energy, momentum, kinematics and dynamics of rigid bodies, equilibrium, fluids, heat and thermodynamics. The course is sequential to PHYS 250 and begins the sixth week of the semester. Four hours lecture,

one 3-hour laboratory/recitation session per week. Prerequisite: PHYS 250 or 251 with a grade of 'C' or better. Prerequisite or co-requisite: MATH 150.

PHYS 0290 (F,S) 4 hrs. cr.
General Physics III

Introductory study of wave motion, electricity, magnetism and geometrical and physical optics. Four hours lecture per week. Prerequisite: PHYS 290 and MATH 250 or permission of instructor.

PHYS 0291 (F,S) 1 hr. cr.
General Physics III Lab

Laboratory in wave motion, electricity, magnetism and geometrical and physical optics. One 3-hour laboratory per week. Prerequisite or co-requisite: PHYS 290.

PHYS 0297 (Demand) 1-3 hrs. cr.
Introduction to Research in Physics

Introduction to research techniques, laboratory work and literature search under the supervision of an instructor on a Physics research project. Involves laboratory experimentation as well as a written report on a project from any area of Physics. Open to students with: 1) freshman or sophomore standing, 2) the ability to undertake independent work and 3) permission of the instructor. Registration must be approved by the adviser and the department head.

PHYS 0298 (Demand) 1-3 hrs. cr.
Topics in Physical Science

Special topics in physical science not normally offered in other courses. Prerequisite to be determined by department.

PHYS 0300 (Demand) 3 hrs. cr.
Astronomy

Study of our solar system and universe including the following topics: the solar system, Kepler's laws, celestial coordinates and observing. Hertzsprung-Russell diagrams, stellar evolution, pulsars, black holes, nebulae, galaxies and cosmology. Three lectures per week. (Does not count toward a physics major.) Prerequisite: PHYS 100 or equivalent and one year high school algebra or permission of instructor.

PHYS 0301 (F) 4 hrs. cr.
Modern Physics

Special theory of relativity, wave-particle experiments, introductory quantum mechanics and nuclear physics. Prerequisite: PHYS 290; co-requisite: MATH 260 or permission of instructor.

PHYS 0312 (Su,Demand) 3 hrs. cr.
Statics

Principles of mechanics as applied to problems of engineering in which the structures under consideration are in static equilibrium. Three lectures per week. Prerequisite: PHYS 260 and MATH 250 or permission of instructor.

PHYS 0322 (S-Even) 3 hrs. cr.
Classical Mechanics

Kinematics and dynamics of particles and systems of particles including the harmonic oscillator, potential functions, conservative fields of force, accelerated reference frames, energy, gravitation and rigid bodies. Three hours lecture per week. Prerequisite: PHYS 260; co-requisite: MATH 322 or permission of instructor.

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PHYS 0341 (S-Odd) Thermal Physics

4 hrs. cr.

Temperature, laws of thermodynamics, entropy, enthalpy, reversibility and irreversibility, thermal properties of materials, change of phase, use of thermodynamic tables and introduction to heat transfer. Four hours lecture per week. Prerequisite: PHYS 260; co-requisite: MATH 260.

PHYS 0372 (S-Even) Electronic Circuits

4 hrs. cr.

Ohm's law, Kirchoff's laws, Nodal analysis, mesh analysis, Thevenin's and Norton's theorems, superposition, inductors and capacitors, source-free RL and RC circuits, RLC circuits. Complex variables and their application to steady-state AC circuits. Three lectures and one 3-hour laboratory per week. Prerequisite: PHYS 290; co-requisite: MATH 322 or permission of instructor.

PHYS 0381 (Demand) Intermediate Physics Laboratory *(Writing Intensive)*

3 hrs. cr.

Experiments in classical and modern physics, including wave phenomena, heat transfer, electrical measurements, optics, photoelectric effect and radioactivity. Two 3-hour labs per week. Prerequisite: PHYS 301 or permission of instructor.

PHYS 0401 (F-Odd) Electricity and Magnetism

4 hrs. cr.

Electrostatic forces, electric fields, electric potential, properties of conductors and dielectrics, magnetic fields, magnetic properties of matter, induced electromotive force, Maxwell's equations and electromagnetic waves. Four lectures per week. Prerequisites: MATH 260 and PHYS 290.

PHYS 0430 (Demand) Internship in Physics

1-3 hrs. cr.

In conference with departmental representatives at least six weeks in advance, the student shall elect to work and observe in any area of applied physics in which on-the-job experience would be beneficial to the student's training. Prerequisites: Junior standing in physics with a minimum of 17 hours of physics or by permission.

PHYS 0440 (Demand) Test and Evaluation of Electrochemical Device

3 hrs. cr.

Testing and evaluation of electrochemical cells and batteries. Included with an introduction to battery technology is material emphasizing test safety and operational hazards. Prerequisite: CHEM 152.

PHYS 0452 (Demand) Quantum Mechanics

3 hrs. cr.

Time independent Schrodinger equation, eigenfunctions, expectation values, differential operators, perturbation theory, multielectron atoms and applications to solid state physics. Three hours lecture per week. Prerequisite: PHYS 301 and MATH 322.

PHYS 0480 (Demand) Selected Topics in Physics and Engineering

3 hrs. cr.

Selected topics for further study, e.g., solid state physics, optics, nuclear physics, advanced mechanics, quantum mechanics, circuit analysis, thermodynamics, fluid mechanics heat transfer and mechanics of materials or other topics. Open to students having a minimum of 18 hours of physics and permission of instructor. Prerequisites to be determined by department.

PHYS 0490 (Demand) Seminar

1-3 hrs. cr.

Students will select two subjects from areas of physics and engineering in which they have an interest. The student will research the area and communicate the results with the physics faculty and the class. One area will require a written paper with a short (15 minute) presentation and the other will require a written paper and a one-hour presentation. Both presentations will have question and answer sessions. Secondary education majors will be required to present several lecture-demonstration programs illustrating the basic concepts of physics at the secondary level. Open to students having a minimum of 18 hours of physics and permission of the instructor.

PHYS 0497 (Demand) Research in Physics

1-3 hrs. cr.

Independent research technique, laboratory work and literature search under the supervision of an instructor on a physics research project. Involves laboratory experimentation or theoretical calculation, written report and an oral presentation from any area of physics. Open to students having: 1) minimum of 15 hours of physics, 2) junior or senior standing, 3) the ability to undertake independent work and 4) permission of the instructor. Registration must be approved by the adviser and the department head.

PHYS 0498 (Demand) Advanced Topics in Physics

1-3 hrs. cr.

Designed to give advanced instruction in some area not covered in other courses. For upper division majors. Prerequisites to be determined by the department.

PHYS 0499 (Demand) Independent Study

1-3 hrs. cr.

Course structured by the adviser with approval of the department head. Prerequisite: Advanced standing with a GPA of 3.0 in the major field. Registration must be approved by the adviser, department head and school dean.

POLITICAL SCIENCE

Webster Hall 245 • 417.625.9654

Faculty Locher - Head, Delehanty, Derfelt, Jerome, Wyman

Mission

Preparing students for dynamic leadership and responsible citizenship is the mission of the Department of Social Sciences. The department provides students with the opportunity to cultivate critical thinking, communication and technological skills that will continue to be of value in the complex world of the 21st century. The faculty offers substantive instruction and intellectual challenge within the Social Sciences. The department emphasizes opportunities to engage in the international world in support of the University's international mission. Finally, the Department of Social Sciences builds bridges to the local community through academic internships, public events, partnerships with local institutions and sponsorship of academic programs and events for local schools' students and teachers.

The Bachelor degree with a major in Political Science is appropriate for those students seeking to do graduate work in political science, enter law school or other professional schools of public administration, join the public service or work in community service, as well as general career options. A Bachelor of

Science in Education degree with a major in Social Studies - Political Science emphasis certifies a student to teach on the secondary school level. A minor in Political Science is available for students majoring in other disciplines.

General Education requirements and Missouri statute requirements are met by PSC 120.

PSC 120 is a prerequisite for all other political science courses.

Bachelor of Arts with a Major in Political Science

Major Code PS01

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement -determined by	
Social Science Department	3
Foreign Language (four courses in one language)	12
Political Science Requirements	12
PSC 120 Government: U.S., State and Local	3
PSC 201 Introduction to Political Science	3
PSC 411 Political Theory	
OR	
PSC 412 Contemporary Political Thought	3
PSC 494 Seminar in Political Science	3
Select 3 hours from each of the following areas:	12
American Politics (3)	
PSC 301 Political Parties & Elections	
PSC 302 Public Opinion & Pressure Groups	
PSC 311 American Presidency	
PSC 312 Legislative Process	
Public Service & Public Administration (3)	
PSC 320 State Government	
PSC 341 Municipal Government	
PSC 342 Public Policy	
PSC 421 Public Administration	
International Relations (3)	
PSC 321 International Relations	
PSC 322 International Law	
PSC 330 Comparative Politics: Developed Countries	
PSC 332 Comparative Politics: Developing Countries	
Law (3)	
PSC 310 Law, Society and the Judicial Process	
PSC 431 Constitutional Law I	
PSC 432 Constitutional Law II	
Additional Political Science courses**	12
(at least 9 hours must be 300-400 level)	12
Optional emphases: (12 hours from one category)	
American Politics	
Public Service & Public Administration	
International Relations	
Law	
General Electives (minor recommended)	29-30
Total	124***

*Political Science 120 satisfies major requirements and 3 hours of General Education Requirements.

**Chosen in consultation with advisor.

***Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Science with a Major in Political Science

Major Code PS00

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Computer Literacy Requirement-determined by	
Social Science Department	3
Political Science Requirements	21
PSC 120 Government: U.S., State and Local	3
PSC 201 Introduction to Political Science	3
PSC 305 Social Science Statistics	3
PSC 306 Political Science Research Methods	3
PSC 411 Political Theory	
OR	
PSC 412 Contemporary Political Thought	3
PSC 494 Seminar in Political Science	3
PSC 495 Directed Research	3
Select two courses from the following:	6
PSC 321 International Relations	
PSC 322 International Law	
PSC 330 Comparative Politics: Developed Countries	
PSC 332 Comparative Politics: Developing Countries	
Select one course from the following	3
PSC 310 Law, Society and the Judicial Process	
PSC 431 Constitutional Law I	
PSC 432 Constitutional Law II	
Select one course from the following	3
PSC 301 Political Parties and Elections	
PSC 302 Public Opinion and Pressure Groups	
PSC 311 American Presidency	
PSC 312 Legislative Process	

Select at least four additional 300-400 level

Political Science courses 12**

General Electives (minor recommended) 32-33

Total 124***

*Political Science 120 satisfies major requirements and 3 hours of General Education Requirements.

** Chosen in consultation with advisor.

***Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Science in Education with a Major in Social Studies

Political Science Emphasis

Grades 9-12 Certification

Single Teaching Field

Major Code ES18

	Semester Hours
General Education Requirements (p. 45) 46-47*	34-35
Political Science Requirements	15
PSC 120 Government: U.S., State, and Local	3
PSC Upper Division Electives	12
Supporting Requirements	36
HIST 110 U.S. History 1492-1877	3
HIST 120 U.S. History 1877-Present	3
HIST 130 Western Civilization to 1660	3
HIST 140 Western Civilization Since 1660	3
HIST Upper Division U.S.**	6
HIST Upper Division Asian, Latin or European**	3

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SOC 110	Introduction to Sociology	3
SOC	Upper Division Elective**	3
GEOG 211	Regions and Nations	3
GEOG	Upper Division Elective	3
ECON 180	American Economic System	3

Education Certification Requirements (p. 179).....39-42

Total124-128

*Required political science, history, sociology or economics and geography courses satisfy major requirements and 12 hours of General Education Requirements.

**See Prerequisites

Minor in Legal Studies

Minor Code SO83

	Semester Hours
Required	12
PHIL 140 Critical Thinking	3
PSC 304/PLS 304 Legal Research	3
ENG 310 Professional Writing	
OR	
ENG 313 Technical Writing	3
PSC 402 Advocacy & Legal Reasoning	3
Choose one	3
LE 210 Criminal Procedure	
LE 250 Criminal Law	
CJAD 450 Criminal Evidence	
Choose one	3
GB 301 Legal Environment of Business I	
GB 302 Legal Environment of Business II	
MM 411 Employment Law	
Choose one	3
PSC 310 Law, Society and the Judicial Process	
PSC 431 Constitutional Law I	
PSC 432 Constitutional Law II	
Total	21

Minor in Political Science

Minor Code PS80

	Semester Hours
PSC 120 Government: U.S., State, and Local	3
PSC Courses*	18
Total	21

*Must be chosen with approval of a political science adviser.

Minor in Public Administration

Minor Code PS81

	Semester Hours
Required	21
PSC 320 State Government	
OR	
PSC 341 Municipal Government	3
PSC 342 Public Policy	3
PSC 421 Public Administration	3
PSC 422 Public and Not-for-Profit Budgeting	3
ACCT 201 Principles of Financial Accounting*	3
MM 350 Fundamentals of Organizational Management (WI)	3
MM 352 Human Resource Management	3

Choose two	6
COMM 300 Organizational Communications	(3)
MATH 302 Applied Calculus	(3)
PSC 320 State Government	(3)
PSC 341 Municipal Government	(3)
ACCT 325 Managerial Accounting	(3)
ECON 350 Financial Management	(3)
SOC 402 Community (WI)	(3)
GEOG 457 Urban Geography	(3)
Total	27

**Accounting majors may substitute ACCT 421.

Additional requirements:

For students in majors without a statistics/research requirement, the following course must be completed. Hours earned in this course are not applicable to the minor in public administration: PSC 305 Social Science Statistics.

For additional information contact:

Dr. Ann Wyman
Office: 236 Webster Hall
Phone: 417.625.9697
Email: wyman-a@mssu.edu
Or
Dr. David Locher
Office: 224 Webster Hall
Phone: 417.625-9565
Email: locher-d@mssu.edu

Course Descriptions

PSC 0120 (F,S) 3 hrs. cr.

Government: US State & Local

Designed to give students an understanding of their governments, enabling them to keep up with political developments with the goal of becoming informed citizens needed to sustain democracy. Successful completion of this course fulfills the requirements for the state-mandated Missouri Constitution Test.

PSC 0201 (Demand) 3 hrs. cr.

Introduction to Political Science

Introduction to the discipline of political science. The course is a preview of the major subunits of the discipline: American politics including public administration and legal studies; international relations; political theory; and comparative politics. Recommended for all Political Science majors.

PSC 0298 (Demand) 3 hrs. cr.

Topics in Political Science

Special political science topics of current interest to the student or faculty member who offers the class. Subjects and instructors change each semester. Students are encouraged to suggest possible course topics to the political science faculty. Prerequisite: PSC 120.

PSC 0305 (F) 3 hrs. cr.

Social Science Statistics

Provides basic tools necessary to gather, describe, analyze and present quantitative social science data. Focus will be on conducting basic univariate and bivariate analyses. Prerequisite: MATH 125.

PSC 0306 (Demand) 3 hrs. cr.

Introduction to Political Science Research Methods

An introduction to the ways in which political scientists conduct research. An emphasis will be placed on quantitative analysis and the decisions faced by political scientists when designing and applying social research. Prerequisites: PSC 305.

PSC 0398 (Demand) 1 hr. cr.
Political Discourse

A topics and event driven, open forum for examination of current issues at the national, state and local levels of government. The course is conducted as a discussion group with the instructor providing directed reading assignments and presentations on discursive practices, traditions and models within the discipline as appropriate. May be repeated one time for credit.

PSC 0411 (Demand) 3 hrs. cr.
Great Political Thinkers *(Writing Intensive)*

The course will introduce selected political philosophies from the ancient Greeks to modern times. Philosophies studied will represent the development of Western political philosophy over time, as well as its comparison with selected Islamic and Asian political ideas.

PSC 0412 (Demand) 3 hrs. cr.

Contemporary Political Thought

Twentieth century political ideas.

PSC 0493 (Demand) 8 hrs. cr.
Legislative Internship

Students will be assigned to a legislator or other qualified person involved in the Missouri Legislative Process to observe and participate in a legislative session. The students will be required to live and work in the capital from the beginning of the session until its conclusion and comply with the MSSU Legislative Intern Handbook. Prerequisites: PSC 120, 30 hours of credit, 2.5 GPA. Cross listed as UE 493.

PSC 0494 (Demand) 3 hrs. cr.
Seminar in Political Science

Specialized knowledge and/or current research in the discipline. Topics will vary by situation and instructor. Students will prepare and critique papers based on original research. Prerequisite: 9 hours of upper division political science.

PSC 0495 (Demand) 3 hrs. cr.
Directed Research *(Writing Intensive)*

Students design and conduct research projects resulting in a written report and an oral presentation. Prerequisites: PSC 305, PSC 306 and senior standing.

PSC 0496 (Demand) 3-8 hrs. cr.
Internship in Political Science

Observation of and participation in governmental work under the direct supervision of a faculty member and a professional who is employed in the governmental position being observed. No more than 3 hours may be counted toward a major or minor. Repeatable for up to 16 credit hours.

PSC 0498 (Demand) 3 hrs. cr.
Advanced Topics in Political Science

For upper division political science majors. Topics covered and methods used will place emphasis on student-instructor interest, desire to pursue in-depth research and ability to assimilate topics. It will include areas not already treated in other political science courses. Prerequisite: 15 hours of political science or consent of instructor.

PSC 0499 (Demand) 1-4 hrs. cr.
Independent Study

For students who wish to do an in-depth study of some specialized topic or who wish to pursue a topic not considered in the department's course offerings. The student will select an adviser from the political science faculty who will structure the independent study in consultation with the student and with the approval of the department head. Prerequisite: Junior or senior status and an overall cumulative GPA of 3.0 or better. Enrollment must be approved by department head and school dean. Repeatable or up to six credit hours.

American Politics

PSC 0301 (Demand) 3 hrs. cr.
Political Parties and Elections *(Writing Intensive)*

Analysis of the origins, structure and functions of political parties; the dynamics of the two-party system; the role of third parties and the election process.

PSC 0302 (Demand) 3 hrs. cr.
Public Opinion and Pressure Groups *(Writing Intensive)*

Origins, impact and measurement of public opinion. Scope, nature and powers of interest groups in American society with special attention to their role in formulating public opinion and public policy.

PSC 0311 (Demand) 3 hrs. cr.
American Presidency

Politics of presidential selection, the powers of the President, the organization of the executive branch and its relations with other organs of government.

PSC 0312 (Demand) 3 hrs. cr.
Legislative Process

Problems of representation organization of the legislature, participation and proposals for improved organization. Emphasis on the Missouri General Assembly.

PSC 0320 (Demand) 3 hrs. cr.
State Government

General structure, theories, operation and problems of state government with special emphasis on the government of Missouri.

PSC 0341 (Demand) 3 hrs. cr.
Municipal Government

Structure, legal status, functions and organization of city, town and village government in the United States.

Law

PSC 0208 (F) 1 hr. cr.
The Road to Law School

Thanks to media portrayals of lawyers and law schools, many students choose a career in the legal field without core knowledge of the principles, objectives and goals of lawyering. Students in this course will explore the core skills necessary to be successful as a lawyer and be exposed to the skill set that can improve performance on the necessary exams for admittance. Students will be required to take part in a law school visitation.

PSC 303 (F,S) 1 hr. cr.
Mock Trial Workshop

Advanced practicum in the area of advocacy, rules of evidence, courtroom presentation and issue spotting. Students will work on the development

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of tem events and presentation of both Plaintiff and Defense positions on detailed cases as provided by the College Mock Trial Association. May be repeated for a maximum of four hours of credit. Prerequisite: Consent of instructor.

PSC 0304 (F-Odd) 3 hrs. cr.
Legal Research

Research involved in case preparation; use of the law library and the various digests, encyclopedias, reports, etc., contained therein. Course is cross-listed as PLS 304.

PSC 0310 (Demand) 3 hrs. cr.
Law, Society and the Judicial Process (*Writing Intensive*)

American legal system viewed from a social and political as well as legal perspective. Focus on the structure and organization of courts, the processing of civil and criminal cases and the behavior of judges, lawyers and other participants in the judicial process.

PSC 0313 (S-Odd) 3 hrs. cr.
Property

Laws relating to real and personal property with emphasis on the procedures and forms used in real estate transactions and conveyances such as deeds and contracts. Course is cross-listed as PLS 313.

PSC 0314 (S-Even) 3 hrs. cr.
Civil Litigation

Process of civil litigation from filing to appeal including rules for instituting and conducting lawsuits before federal and state courts, rules of procedure and the preparation of pertinent legal forms. Course is cross-listed as PLS 314.

PSC 0322 (Demand) 3 hrs. cr.
International Law

Rules and principles accepted by the members of the community of nations as defining their rights and duties and the procedures employed in protecting their rights and performing their duties.

PSC 0324 (S-Even) 3 hrs. cr.
Family Law

Laws regulating marriage, adoption, divorce, division of property, child custody and support, adult abuse and termination of parental rights and the preparation of pertinent legal forms. Course is cross-listed as PLS 324.

PSC 0402 (Demand) 3 hrs. cr.
Advocacy & Legal Reasoning

Introduction to the methods and applications used in understanding and advocating issues in law. The goal of the course is to allow students to learn how to read, write and speak as an effective advocate using the applications of basic legal reasoning. Class will meet for 3 hours each week for lecture and interactive classroom assignments/applications. Prerequisites: PSC 120, 201 and 208.

PSC 0431 (Demand) 3 hrs. cr.
Constitutional Law I

Political and legal aspects of Supreme Court decision making, the nature and scope of judicial review, the constitutional relationships between levels and branches of government and the First Amendment rights of freedom of expression.

PSC 0432 (Demand) 3 hrs. cr.
Constitutional Law II

Legal issues concerning the Bill of Rights and the First Amendment areas of free exercise and establishment of religion, the right to privacy, the 14th amendment due process and equal protection clauses.

International Relations

PSC 0321 (Demand) 3 hrs. cr.
International Relations

Present-day relations and problems among the states of the world and the major factors which underline and influence these relations.

PSC 0322 (Demand) 3 hrs. cr.
International Law

Rules and principles accepted by the members of the community of nations as defining their rights and duties and the procedures employed in protecting their rights and performing their duties.

PSC 0330 (Demand) 3 hrs. cr.
Comparative Politics: Developed Countries

Comparative analysis of government and politics in both the major developed democracies and in developing states. The course examines themes of democratization, institutional design, parties and party systems, as well as the impact of social and economic change on the conduct and evolution of modern political systems. Prerequisite: PSC 120.

PSC 0332 (Demand) 3 hrs. cr.
Comparative Politics: Developing Countries

This course is designed to develop a broadly based understanding of governments and cultures of developing countries and their relative positions in the global system. Themes to be examined in both theory and practice include colonialism, democratization, persistent economic underdevelopment, political processes and cultural factors. Prerequisite: PSC 120.

PSC 0333 (S-Odd) 3 hrs. cr.
What in the World is Going On Now?
Selected International Issues

In-depth study of a few current international issues and problems among the states of the world. Specific topics covered will be determined by the international agenda at the time the course is taught. Research, analysis and discussion will cover historical background, nature and motivations of parties involved and differing explanations of the issues selected. Prerequisite: PSC 120 and PSC 321 or consent of the instructor. Cross listed as INTS 333.

Public Service & Public Administration

PSC 0320 (Demand) 3 hrs. cr.
State Government

General structure, theories, operation and problems of state government with special emphasis on the government of Missouri.

PSC 0341 (Demand) 3 hrs. cr.
Municipal Government

Structure, legal status, functions and organization of city, town and village government in the United States.

**PSC 0342 (Demand)
Public Policy****3 hrs. cr.**

An introductory survey of the formulation, execution and evaluation of public policy in the United States.

**PSC 0421 (Demand)
Public Administration****3 hrs. cr.**

Administrative aspects of government. Surveys the major subfields of public administration, including politics and administration organizational theory organizational behavior, management, decision making, personnel, public budgeting and finance, policy analysis and program evaluation and administrative law.

PREPROFESSIONAL*Public Safety Center • 417.625.3155*

This curriculum allows Missouri Southern students to complete admission requirements for professional schools that accept applicants who have completed approximately 60 hours. Students should incorporate professional school requirements into their schedule and work closely with an adviser at Missouri Southern. Also, students who are completing certification requirements for paramedic programs may transfer among Missouri public four-year colleges and universities.

For additional information contact:

Dr. Tia Strait
Office: Public Safety Center 126
Phone: 417.625.3155
Email: strait-t@mssu.edu
Or
Dr. Richard Miller
Phone: 417.625.9385
Email: miller-r@mssu.edu

SOCIAL SCIENCE*Webster Hall 245 • 417.625.9564*

Faculty Locher - Head, Derfelt, Greer, Gubera, Jerome, Smith, Tannenbaum, Teverow, Wagner, Wells-Lewis, Wyman

Mission

Preparing students for dynamic leadership and responsible citizenship is the mission of the Department of Social Sciences. The department provides students with the opportunity to cultivate critical thinking, communication and technological skills that will continue to be of value in the complex world of the 21st century. The faculty offers substantive instruction and intellectual challenge within the Social Sciences. The department emphasizes opportunities to engage in the international world in support of the University's international mission. Finally, the Department of Social Sciences builds bridges to the local community through academic internships, public events, partnerships with local institutions and sponsorship of academic programs and events for local schools' students and teachers.

For additional information contact:

Dr. David Locher
Office: Webster Hall 245
Phone: 417.625.9565
Email: locher-d@mssu.edu

SOCIOLOGY*Webster Hall 245 • 417.625.9564*

Faculty Locher - Head, Greer, Gubera, Wells-Lewis

Mission

Preparing students for dynamic leadership and responsible citizenship is the mission of the Department of Social Sciences. The department provides students with the opportunity to cultivate critical thinking, communication and technological skills that will continue to be of value in the complex world of the 21st century. The faculty offers substantive instruction and intellectual challenge within the Social Sciences. The department emphasizes opportunities to engage in the international world in support of the University's international mission. Finally, the Department of Social Sciences builds bridges to the local community through academic internships, public events, partnerships with local institutions and sponsorship of academic programs and events for local schools' students and teachers.

A bachelor's degree in Sociology prepares students for a variety of occupations and graduate programs. The student may select from a Bachelor of Arts (BA) in Sociology, a Bachelor of Science (BS) in Sociology or Bachelor of Secondary Education (BSE) with a major emphasis in Sociology. Sociology graduates pursue many different careers which include but are not limited to those in human and social services, human resources, business or teaching. Advanced graduate or professional school training would also be a choice for the student who successfully completes one of our bachelor degrees. A minor in sociology provides students majoring in other areas with specialized interpersonal, group and organizational knowledge and skills.

Sociology 110 is a prerequisite to most Upper Division courses in sociology.

Certain sociology courses may be used to satisfy General Education Requirements. SOC 110, ANTH 101 and GEOG 101 are options for the requirement in the Social and Behavioral Sciences; ANTH 155, 342 or SOC 303 meet the requirement in Area I, International Cultural Studies.

Student Organizations

The Sociology Club is open to all students who are interested in sociology regardless of major. The club provides a setting for students to interact with their peers and a wide range of activities throughout the year.

Alpha Kappa Delta is the national honor society in sociology. Alpha Kappa Delta recognizes academic excellence in the field and encourages its members to participate in the activities of its national organization. The members have the opportunity each year to attend a professional conference with minimal personal expense.

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Bachelor of Arts with a Major in Sociology

Major Code SO00

		Semester Hours
General Education Requirements (p. 45) 46-47*		43-44
Foreign Language (four courses in one language)		12
Sociology Requirements		36
SOC 110	Introduction to Sociology	3
SOC 210	Social Problems**	3
SOC 305	Social Science Statistics**	
OR		
PSY 320	Applied Statistics**	
OR		
MATH 310	Elementary Statistics**	3
SOC 311	Social Stratification**	3
SOC 431	Sociological Research Methods**	3
SOC 482	Sociological Theory**	3
SOC	Additional Sociology courses (12 hrs. must be Upper Division)	18
Supporting Requirements		6
ANTH	Any course above ANTH 101	3
GEOG 310	Human and Cultural Geography	3
General Electives***		26-27
Total		124***

*Required sociology course SOC 110 satisfies three hours of General education curriculum requirements.

**See Prerequisites

***A minor is highly recommended.

****Must include at least 40 Upper Division (300-400 level) hours.

Bachelor of Science with a Major in Sociology

Major Code SO01

		Semester Hours
General Education Requirements (p. 45) 46-47*		43-44
Sociology Requirements		42
SOC 110	Introduction to Sociology	3
SOC 305	Social Science Statistics**	
OR		
PSY 320	Applied Statistics**	
OR		
MATH 310	Elementary Statistics**	3
SOC 311	Social Stratification**	3
SOC 361	Social Demography**	3
SOC 362	Deviant Behavior**	3
SOC 431	Social Research Methods**	3
SOC 482	Sociological Theory**	3
SOC	Additional Sociology Courses (15 hours must be upper division)	21
Supporting Requirements		6
ANTH	Any course above ANTH 101	3
GEOG 310	Human and Cultural Geography	3
General Electives (minor recommended**)		32-33
Total		124***

*Required Sociology course SOC 110 satisfies three hours of General Education Requirements.

**Chosen in consultation with a sociology advisor.

***Must include at least 40 upper division (300-400 level) hours.

Bachelor of Science in Education with a Major in Social Studies

Sociology Emphasis

Grades 9-12 Certification

Single Teaching Field

Major Code ES03

		Semester Hours
General Education Requirements (p. 45) 46-47*		31-32
Sociology Requirements		21
SOC 110	Introduction to Sociology	3
SOC 210	Social Problems**	3
SOC 221	Marriage and Family	3
ANTH 342	Comparative Cultures**	3
SOC	Additional Courses (6 hours Upper Division)**	9
Supporting Requirements		36
HIST 110	U.S. History 1492-1877	3
HIST 120	U.S. History 1877-Present	3
HIST 130	Western Civilization To 1660	3
HIST 140	Western Civilization From 1660	3
HIST	Upper Division U.S. History courses**	6
HIST	Upper Division Latin American, Asian or European course**	3
GEOG 211	Regions and Nations	3
GEOG	Upper Division course**	3
PSC 120	Government: U.S., State and Local	3
PSC	Upper Division course**	3
ECON 180	American Economic System	3
Education Certification Requirements (p. 179)		39-42
Total		127-131
*Required courses in history, political science, sociology, economics and geography satisfy major requirements and 15 hours of General education curriculum.		
**See Prerequisites		

Minor in Sociology

Minor Code SO82

		Semester Hours
SOC 110	Introduction to Sociology	3
SOC	Additional courses* (12 hours must be Upper Division)	18
Total		21

*Select with prior approval of a sociology adviser. See prerequisites where applicable.

For additional information contact:

Dr. David Locher

Office: Webster Hall 245

Phone: 417.625.9565

Email: locher-d@mssu.edu

Course Descriptions

Anthropology

ANTH 0101 (F) 3 hrs. cr.
General Anthropology

An introduction to the field of anthropology, including its historical origins and the four sub-fields central to the discipline today: sociocultural, linguistic, archeological and physical/biological branches. Applied aspects of each of the four subfields will also be addressed. An emphasis is placed on the holistic nature of the discipline, centering around an evolutionary and comparative approach to our species. The role of culture as the primary human adaptation for survival is emphasized, as well as the origins of the biological traits necessary for the development of culture. This course documents the inter-relationship of ecology and subsistence patterns with social structures and institutions across different historic periods and cultures.

ANTH 0155 (F) 3 hrs. cr.
Physical Anthropology and Archaeology

An introduction to physical (biological) anthropology that emphasizes the study of Homo Sapien evolution and diversity, as well as archaeology which focuses upon the myriad of artifacts created by this species. Languages, cultures, social organization and human ecology are incorporated to facilitate an understanding of the people of the earth. A recognition and appreciation of the flora and fauna are basic to this course.

ANTH 0298 (Demand) 3 hrs. cr.
Topics in Anthropology

Special Anthropology topics of current interest. Subjects and instructors may vary each semester. Students are encouraged to submit areas of interest to the Social Science Department.

ANTH 0302 (Demand) 3 hrs. cr.
North American Indians

Ethnographic survey of the indigenous tribes of North America (excluding Mexico), including earliest archeological sequences followed by a description of the culture areas and traditional lifeways encompassed therein at the time of European contact. Emphasis upon the processes of culture change and adaptation over the past two centuries. Contemporary issues such as language renewal, the Pan-Indian movement, religious freedom and tribal sovereignty are then placed within their cultural and historical contexts.

ANTH 304 (F) 3 hrs. cr.
Magic, Ritual, and Religion

This course will examine early anthropological theories on the evolution of religion. It will also document the variety of belief systems surrounding the spiritual world in traditional and contemporary societies, including sorcery, shamanism, ancestor veneration, and transcendent experiences. Conceptions of the sacred and the significance of place make up another segment of the course, as does the role of myth in structuring human thought and societies. Religious practice in the form of ritual, prayer, and symbolism are included from the framework of cultural anthropology. Finally, it will address the effects of culture contact and diffusion of major world religions upon indigenous peoples' belief systems.

ANTH 0342 (S) 3 hrs. cr.
Comparative Cultures

A comparative study of human society and culture, focusing on theories of culture and cultural institutions as they relate to contemporary preindustrial peoples. An ethnographic examination of representative groups is provided for purposes of cross-cultural comparison. Prerequisite: SOC 110 or ANTH 155 or consent of instructor.

ANTH 0385 (Demand) 3 hrs. cr.
Language & Culture

Exploration of the relationship between language and culture from theoretical approaches within anthropology, including the Sapir-Whorf hypothesis and the attempts to support or refute it. The expressive potentialities of diverse languages and cultures illustrate human creativity and diversity.

ANTH 0498 (Demand) 3 hrs. cr.
Advanced Topics in Anthropology

Specialized knowledge and/or current research in the discipline. Topics will vary by situation and instructor. Students will prepare and critique papers based on original research.

ANTH 0499 (Demand) 3 hrs. cr.
Independent Study

Structured by the adviser with approval of the department chair and school dean. Repeatable up to six credit hours.

Sociology

SOC 0110 (F,S) 3 hrs. cr.
Introduction to Sociology

An introductory course focused on the systematic study of society. Emphasis on major concepts of sociology and the scientific point of view in understanding and explaining human behavior and social phenomena.

SOC 0210 (Demand) 3 hrs. cr.
Social Problems

A survey of contemporary social problems including racism, sexism, crime and deviance, drug use and mental disorders. The course encourages a critical examination of society and focuses on the structural sources of social problems such as class, race and gender. The role of the U.S. in global social problems is also explored. Prerequisite: SOC 110.

SOC 0221 (Demand) 3 hrs. cr.
Marriage and Family

Analysis and study of paired relationships, marriage as the genesis of family life, elements in the preparation for marriage and parenthood and the development of family relationships throughout the life cycle.

SOC 0231 (F) 3 hrs. cr.
Introduction to Social Work

Philosophical and historical development of social work as a professional career. Focuses on role of the social worker within the various practice settings. May entail field trips and guest speakers. Prerequisite: SOC 110.

SOC 0298 (Demand) 3 hrs. cr.
Special Topics in Sociology

Special sociology topics of current interest. Subjects and instructors may vary each semester. Students are encouraged to submit areas of interest to the social science department.

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SOC 0301 (Demand) 3 hrs. cr.
Sociology of Religion

Examines religion as a major social institution. Compares behavioral content of religions. Major attention is given to the nature of organized religion and how religion is integrated into society. Some discussion of the behavioral expectations associated with the major religions of the world. Prerequisite: SOC 110.

SOC 0302 (Su) 3 hrs. cr.
Cults in the U.S.

This course focuses on the study of cults and New Religious Movements in the United States today. The class will examine the nature of abusive fringe groups in modern society from a theoretical perspective, looking at the various definitions and classifications of these groups in sociology. Prerequisites: SOC 110.

SOC 0303 (Demand) 3 hrs. cr.
The Arab World

A sociological look at the Arab world that identifies peoples, countries, geographical settings, cultural differences, cultural change, political and religious affiliations and the emergence of contemporary issues. Special emphasis will be placed upon the Israel – Palestine - Jordan problem area.

SOC 0305 (F) 3 hrs. cr.
Social Science Statistics

Provides basic tools necessary to gather, describe, analyze and present quantitative social science data. Focus will be on conducting basic univariate and bivariate analyses. Prerequisite: MATH 125.

SOC 0306 (Demand) 3 hrs. cr.
Social Gerontology

A review of aging studies with particular emphasis on needs, problems, areas of concern, aging theories, social services for the elderly and accumulated data from gerontological research. Such topics as life changes, retirement and alternative life styles among the elderly will be analyzed. Prerequisite: SOC 110.

SOC 0311 (F) 3 hrs. cr.
Social Stratification *(Writing Intensive)*

Examination of differences in power, privilege and prestige. Analysis of the effects of social inequality on people's lives within the United States and an overview of the complex array of social structures that comprise international systems of inequality by race/ethnicity, gender and social class. Prerequisite: 6 hours of sociology.

SOC 0312 (Demand) 3 hrs. cr.
Juvenile Delinquency

Analysis of environment and social background for juvenile delinquency behaviors. Investigation of behavioral content and scope of official delinquency. Review of the influences of family, school, peer groups and gangs and the juvenile justice and corrections system. Prerequisite: SOC 110.

SOC 0319 (Demand) 3 hrs. cr.
Social Interaction

Theoretical examination of the individual as both a social product and a social force. Areas covered include the foundations of human interaction, process of socialization and differentiation of individuals. Focus on the formal and informal rules of interaction in our society. Prerequisite: SOC 110.

SOC 0322 (Demand) 3 hrs. cr.
Sociology of Work and Leisure

Analysis of work, occupations, career mobility and job satisfaction as important elements in society. Examination of leisure activities which alter with technological advances and the changing economic base. Prerequisite: SOC 110.

SOC 0341 (Demand) 3 hrs. cr.
Gender Roles

An introduction to the biological, cultural and structural foundations of gender. Explores theories that help to explain gender, a fundamental and pervasive determinant of social life. Includes the review of studies that illustrate differences in the evaluations of men's and women's activities and traditional gender roles. Sociological implications of sex and gender at both the personal (micro) and societal (macro) levels of analysis will be discussed. Prerequisite: SOC 110.

SOC 0351 (Demand) 3 hrs. cr.
Criminology

This course examines the social and legal concept of crime, the review of measurements of crime(s) and crime statistics and the theories related to the causes of criminal behaviors. Also includes discussion of profiles of different adult offenders and their behavioral characteristics relative to the major felonies committed in contemporary society. Prerequisite: SOC 110.

SOC 0354 (Demand) 3 hrs. cr.
Medical Sociology

A survey of the social causes and consequences of health and illness, the expanding role of health-related organizations, the training of health care personnel and the contemporary consumer's movement. A cross-cultural comparison of health care delivery systems and a review of various social problems associated with health care in the U.S. is provided. Prerequisite: SOC 110.

SOC 0361 (F) 3 hrs. cr.
Social Demography

A look at changes in human population through an analysis of birth rates, death rates and migrations. Social demographic analysis of census and independent research data. Various population theories are applied to national and world situations. Concepts of over-population, minority groups and aging are analyzed. Prerequisite: SOC 110.

SOC 0362 (S) 3 hrs. cr.
Deviant Behavior

A survey of the theoretical explanations of socially disapproved behavior from the sociological perspective and the application of these concepts to specific forms of deviance. Also includes analysis of the social nature of conforming behavior as a way of increasing understanding of deviant behavior. Prerequisite: 6 hours of sociology.

SOC 0369 (Demand) 3 hrs. cr.
Sociology Through Film

Focuses on a social image and social change as reflected through cinema. Discussion will emphasize film as an important agent of socialization and the impact of its messages on society. By the completion of the course students will be able to examine and discuss the one-way flow of information and how it reflects and impacts cultural ideology. Prerequisite: 12 hours of sociology or consent of instructor.

SOC 0370 (Demand) 3 hrs. cr.
The Sociology of Death & Dying

A review of the international religious, secular and scientific expressions regarding death. Historical and current issues pertaining to death are explored and a critical perspective is taken on all positions. The course incorporates both philosophical and pragmatic overviews of death and dying. Prerequisite: SOC 110.

SOC 0382 (Demand) 3 hrs. cr.
Ethnic Relations

A study of racial and cultural groups particularly focusing on the United States with some analysis of international ethnic relations. Analyzes several general theories and explanations for minority-dominant relations. Prerequisite: SOC 110.

SOC 0391 (Demand) 3 hrs. cr.
Penology and Corrections

Philosophy, history and operations of penitentiary systems with special attention given to changes in adult institutions. Explanation of the problems associated with prison populations and types of facilities along with sentences, therapeutic models and community treatment. Prerequisite: SOC 110.

SOC 0395 (Demand) 3 hrs. cr.
Collective Behavior

A survey examination of riots panics, mass hysterias/collective delusions, fads, social movements and other emergent forms of social behavior. Includes exploration of the theories that have been applied to such occurrences and the examination of several specific episodes of collective behavior. Prerequisite: SOC 110.

SOC 0396 (Demand) 3 hrs. cr.
Sociology of Education

An analysis of the functions and processes that characterize the social institution of education, including cultural transmission and social control, and the role of education in the process of social stratification. Includes examination of attempts to achieve equality of educational opportunity by race/ethnicity, gender and social class and the relationships between education and the other social institutions including the family, religion and the economy. Prerequisite: SOC 110.

SOC 0402 (Demand) 3 hrs. cr.
The Community - Rural and Urban (Writing Intensive)

Social processes of human groups who share common unities of territory and cultural bonds. Major attention on Gemeinschaft-Gesellschaft theories as they pertain to national, rural, urban, ethnic and subcultural communities and how these intertwine in contemporary societies. Prerequisite: SOC 110.

SOC 0406 (Demand) 3 hrs. cr.
Sociology of Child Abuse

An analysis of child abuse and neglect within the United States. The dynamics of the family environment as well as the victim-perpetrator relationship will be examined. Emphasis will be placed on societal reaction to both abuser and the abused in addition to the behavior itself. Potential treatment alternatives will be analyzed. Prerequisite: 9 hours of sociology.

SOC 0431 (S) 3 hrs. cr.
Sociological Research Methods (Writing Intensive)

An exploration of the skills employed in conducting research as utilized in various designs, including interviewing, observation, survey design and content analysis. Methods of problem and hypothesis formulation, data collection and instrumentation will be examined. Emphasis will be placed on ethical issues in research. Prerequisite: 9 hours of sociology.

SOC 0482 (F) 3 hrs. cr.
Sociological Theory

An exploration of classical and contemporary sociological theory placed in historical perspective from Auguste Comte to the modern era. Prerequisite: 9 hours of sociology.

SOC 0496 (Demand) 1-4 hrs. cr.
Internship in Sociology

Observation of and participation in various social service agencies in the community. All internships must conform with institutional policy regarding the number of hours per credit and contractual agreements with cooperating agency personnel. No more than three hours may be counted toward a major or minor. Prerequisites: 15 hours of sociology, junior standing or above and a GPA of 2.75. Repeatable for up to eight credit hours.

SOC 0498 (Demand) 3 hrs. cr.
Advanced Topics in Sociology

For upper division sociology majors. Topics covered and methods used will place emphasis on student-instructor interest, desire to pursue in-depth research and ability to assimilate topics. It will include areas not already treated in other sociology courses. Prerequisite: 15 hours of sociology or consent of instructor.

SOC 0499 (Demand) 1-3 hrs. cr.
Independent Study

Structured by the adviser with the approval of the department head and school dean. Prerequisite: Advanced standing in the major field with a GPA of 3.0. Enrollment in the course must be approved by department head and dean. Repeatable for up to six credit hours.

THEATRE

Thomas E. Taylor Performing Arts Center 237 • 417.625.9393

Faculty J. Lile, Jr. - Head, Hunt (Professor Emeritus), Jaros, Klein, A. Lile, Williams

Mission

The Theatre Department affirms the mission of Missouri Southern State University and contributes to it by committing to the total education of each student. Every member of the theatre faculty is dedicated to the highest quality teaching and learning of both general education and discipline specific materials. The department prepares its majors for a large variety of careers as well as graduate education. In addition to providing scholarly and creative expression for students through its production program, it exposes the community to a diverse assortment of topical, global issues. The Theatre Department is at the very center of most creative and artistic on-campus and community events through its involvement in all cultural activities housed in Taylor Auditorium.

Implementation

Quality Teaching and Learning/Total Education of Each Student: The theatre faculty works closely with students in an effort to continually improve their learning experiences. Independent studies are offered each semester and new courses are introduced upon students' requests. Instructors take students with them to professional theatre conferences to introduce them to other avenues of their chosen careers. Academic and performance requirements are designed to accommodate various learn-

ing styles and artistic intelligences. Faculty and students work side by side in production situations. The Theatre Department has updated its assessment program so that it now measures the primary objectives of the core and it requires that all graduating seniors participate in two exit exams: 1) Academic Profile; 2) a creative project within the department or an oral research project presented to the theatre faculty.

A Strong Commitment to International Education:

The Theatre Department supports the international mission of the university in its theatre classrooms, on its stages and especially in the international plays selected for themed semesters. As students must become aware of the global nature of all information and comprehend the international arena in which most topical issues reside, the theatre continues to provide a fertile ground upon which to inspire such a comprehension. International travel is encouraged for all faculty and students of the department.

A Strong Commitment to Liberal Arts and General Education Requirements:

Every member of the theatre faculty is dedicated to each and every student in the university. Theatre Appreciation (the departmental General Education Requirements course), offered to over 600 students per year and taught by almost every member of the theatre faculty, provides many students with their first theatre experience. Students return having had a cultural experience about which they can think, speak and write. Theatre Appreciation includes all the primary General Education Requirements objectives: communicating, problem-solving/critical thinking, clarifying values, functioning with social institutions, using science and technology and using the arts.

Scholarly and Creative Expression: All theatre productions are the end product of scholarly and creative expressions. Directors, designers and actors continually research different eras, cultures, social mores and customs and historical, economic, political and literary influences in an attempt to bring accurate realities to the stage. The Theatre Department brings a balanced, comprehensive variety of plays to its students and audiences.

Community Service: All of the Theatre Department's productions, raising a diverse range of topics, are performed for the campus and public communities. The children's theatre program alone, plays (both on campus and at local elementary schools), to approximately 10,000 people each year. The Theatre Department is totally responsible for the operation of Taylor Auditorium, a 2000-seat auditorium, which houses both community and campus-sponsored events. In some capacity, theatre faculty and students supply the human resources which make these events possible. Missouri Southern State University and especially the theatre department serve as the intellectual, creative and cultural center of the area.

Specialized theatre training provides students with a broad academic background that can lead to a number of careers. Graduates of the Missouri Southern Theatre Department are currently employed in fields such as:

Theatre Performance/Design
Television Production/Performance
Commercials
Public Relations
Stage Management
Graduate Study
Executive Leadership
Recreational Directorship
Technical Theatre
Personnel Management
Government Service
Fashion Industry

TV Anchor
Business
Computer Technology
Secondary Education
Film Cartoon Director
Ministry
Magician
Professional Wardrobe Technician
Theme Park Performance/Production

Factors Unique to Theatre Department:

1. hands-on experience for students in acting, house and stage management, directing, technical production and design;
2. a children's theatre program performing for more than 10,000 people annually from the four-state area;
3. production participation open to all Southern students, faculty and staff;
4. theatre faculty members who have professional experience in their teaching specialties;
5. a modern, well-equipped mainstage theatre as well as flexible space for studio productions;
6. two theatre organizations: Southern Players and Alpha Psi Omega, a national honorary fraternity.

The Theatre Department offers a Bachelor of Arts degree with a major in theatre and a Bachelor of Science in Education degree with a major in Theatre/Speech (plan B). A minor in theatre is also available. During their senior year, all majors must take a final exam covering all areas of the theatre or present a creative exiting project in addition to participating in the university general assessment program.

It is recommended that students pursuing a degree in theatre meet with their faculty adviser at least three times each semester, twice in addition to planning their next semester's schedule. More detailed information is available in the theatre office, Taylor Performing Arts Center 237.

Bachelor of Arts with a Major in Theatre

Major Code TH00

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Foreign Language (four courses in same language)	12
Computer Literacy	3
Theatre Requirements	49
TH 0110 Theatre Appreciation	3
TH 0121,0122,0221,0222,0321 or 0322 Theatre Laboratory (Select two)	4
TH 0142 Theatre Technology	3
TH 0231 Speech for Stage I	3
TH 0232 Costume Technology	3
TH 0233 Stage Makeup	3
TH 0234 Introduction to Theatrical Design	3
TH 0241 Acting I (WI)	3
TH 0331 History of Theatre I (WI)	3
TH 0332 History of Theatre II (WI)	3
TH 0341 Acting II**	3
TH 0351 Directing I**	3
TH 0362 Stage Costume Design**	3

TH 0320	Lighting Design**	
OR		
TH 0361	History of Costume	
OR		
TH 0372	Directing II**	3
TH 0422	Acting III**	3
OR		
TH 0431	Creative Dramatics	3
TH 0441	Stage Design**	3
Electives		16-17
Total		124***

General Education Requirements in Area F1 Humanities and Fine Arts is fulfilled by TH 0110 (Theatre Appreciation).

**See Prerequisites

***Three Writing Intensive (WI) courses in addition to English composition must be included. Two of these must be Upper Division courses and one of the two must be in theatre.

A total of 40 upper division hours (300-400) is required, 24 specified in theatre plus 16 electives in other areas.

Bachelor of Science in Education with a Major in Theatre/Speech Communications Grades 9-12 Certification Single Teaching Field

Major Code ES21

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Theatre Requirements	23
TH 0110 Theatre Appreciation	3
TH 0121 or 0122 or 0221 or 0222, 0321 or 0322	
Theatre Laboratory	2
TH 0142 Theatre Technology	3
TH 0212 Oral Interpretation	3
TH 0234 Introduction to Theatrical Design	3
TH 0241 Acting I (WI)	3
TH 0331 History of Theatre I (WI)	
OR	
TH 0332 History of Theatre II (WI)	3
TH 0351 Directing I**	3
Communication Requirements	12
COMM 0101 Introduction to Human Communication	3
COMM 0215 Interpersonal Communication**	3
COMM 0304 Small Group Communication	3
COMM 0315 Argumentation and Debate**	3
Speech Communication Electives***	8
Education Certification Requirements (p. 179)	39-42
Total	125-129

General Education Requirement in Area F1 Humanities and Fine Arts is fulfilled by TH 0110 (Theatre Appreciation).

General Education Requirement for Area E2 must be satisfied by PSY 0100

**See Prerequisites

***Must be approved in advance by the student's adviser who must be selected from either the area of speech communication or theatre. Students pursuing the BSE degree must receive no lower grade than a 'C' in all required theatre/communication courses.

Minor in Theatre

Minor Code TH80

	Semester Hours
TH 0121, 0122, 0221, 0222, 0321 or 0322	
Theatre Laboratory (Select two)	4
TH 0110 Theatre Appreciation	3
Choose a total of 11 hours from the following list of classes	11*
TH 0141 Improvisational Acting	3
TH 0142 Theatre Technology	3
TH 0212 Oral Interpretation	3
TH 0231 Speech for Stage I	3
TH 0232 Costume Technology	3
TH 0233 Stage Makeup	3
TH 0234 Introduction to Theatrical Design	3
TH 0235 Speech for Stage II	3
TH 0240 Stage Combat	3
TH 0242 Theatre Movement I	1
TH 0251 Audition Techniques for the Actor	1
TH 0241 Acting I (WI)	3
TH 0243 Musical Theatre	3
TH 0298 Topics in Theatre (when offered)	3
TH 0311 Stage Management**	3
TH 0320 Stage Lighting**	3
TH 0331 Theatre History I (WI)	3
TH 0332 Theatre History II (WI)	3
TH 0333 Eastern Theatre Tradition	3
TH 0341 Acting II**	3
TH 0351 Directing I**	3
TH 0361 History of Costume	3
TH 0363 Costume History II	3
TH 0362 Stage Costume Design**	3
TH 0372 Directing II**	3
TH 0382 Sound Design	3
TH 0422 Acting III**	3
TH 0431 Creative Dramatics	3
TH 0441 Stage Design**	3
TH 0455 Theatre Internship	1-3
Total	18

*All courses must be selected with adviser approval.

Six hours must be upper division.

**See prerequisites.

For additional information contact:

Dr. James Lile, Jr.

Office: Taylor Performing Arts Center 237

Phone: 417.625.9393

Email: lile-j@mssu.edu

Course Descriptions

**TH 0101, 0102, 0201, 0202, 0301,
0302, 0401, 0402 (F,S,Su) 1 hr. cr.**

Theatre Performance

The performance of a role, service as a designer or stage manager which has met departmental standards on a major production. A student may accumulate up to 8 hours of credit. Credit is applied for after production closes. Credit applies only to accumulative graduation hours.

144 THEATRE

TH 0110 (F,S,Su) 3 hrs. cr.
Theatre Appreciation

Introduction to theatre as a communicative and fine art emphasizing collaborative efforts of playwright, artistic director, designer, actor and crew. Activities include the interpretation and evaluation of plays through scripts, live and taped performances.

TH 0121, 0122, 0221, 0222, 0321, 0322 (F,S) 2 hrs. cr.
Theatre Laboratory

A laboratory devoted to mounting the theatre's season. Nonperformance work. Meets two hours in sequence twice a week.

TH 0141 (Demand) 3 hrs. cr.
Improvitational Acting

Development of individual's ability to express motivation, objective, thought, action and dialogue improvisationally. Daily discussions and improvisational exercises which lead to more believable stage performance.

TH 0142 (F) 3 hrs. cr.
Theatre Technology

Hardware and tool usage and technical drawing as applied to theatre. The use of electricity, sound and electronics in the theatre. Stage rigging, welding, new materials and construction techniques.

TH 0212 (S-Even) 3 hrs. cr.
Oral Interpretation

Principles and techniques for the public presentation of oral reading. Selection, analysis and preparation of different types of literature with emphasis on platform presentation of prose, poetry, drama and Readers Theatre.

TH 0231 (F-Even) 3 hrs. cr.
Speech for Stage I

Exercises and drills to improve projection, quality, flexibility and effectiveness of the speaking voice leading to good usage in Standard American speech based on the International Phonetic Alphabet.

TH 0232 (F-Odd,Demand) 3 hrs. cr.
Costume Technology

Basic techniques for construction of stage costumes from a designer's sketch. Areas covered are: fabrics, pattern development, cutting, sewing, dyeing and crafts. No previous skills required.

TH 0233 (S-Odd,Demand) 3 hrs. cr.
Stage Makeup

Introduction to the design and application of makeup for the stage. Focus is on the application of two-dimensional makeup for both large and small theatres. The uses and sources of a variety of materials will be discussed. Students must provide their own makeup and supplies.

TH 0234 (S) 3 hrs. cr.
Introduction to Theatrical Design

Theoretical information which is common to all theatrical design courses. Emphasis is on developing creativity, script analysis, techniques of scenography and collaboration, as well as the application of basic elements and principles of design in relation to the theatre.

TH 0235 (S-Even) 3 hrs. cr.
Speech for Stage II

A continuation of stage speech training, emphasizing resonance, range, vocal dynamics, vocal expressiveness and stage dialects. The course provides training in the most current and most significant voice methods for actors and speakers and utilizes the International Phonetic Alphabet to develop performance skills in American regional and foreign dialects. Prerequisite: TH 231

TH 0240 (S-Odd) 3 hrs. cr.
Stage Combat and Physical Characterization

Survey of historic and theatrical contexts of several combat forms; basic training in non-violent approaches to hand-to-hand combat, quarterstaff, broadsword and rapier. Introduction to character and emotional centers, acting with whole body and movement and voice for period styles in acting.

TH 0241 (F) 3 hrs. cr.
Acting I *(Writing Intensive)*

Development of individual's ability to express thought and emotion through effective use of the voice and body. Character analysis and creation revealed in exercises and scene work.

TH 0242 (S-Even) 1 hr. cr.
Theatre Movement I

Historical development and implementation of theatrical movement. Exercises and assignments focus on the enhancement of nonverbal character interpretation through individual study and in-class application of movement, gestures and postures, including an assimilation of cultural influences, pantomime, masque and improvisation. Two one-hour labs per week.

TH 0243 (F-Odd) 3 hrs. cr.
Musical Theatre

History, production and performance of musical theatre. Academic concentration on scenes from musicals with emphasis on acting, music and dance techniques needed for musical productions. Focus is on representative musicals from the past fifty years and specifically on the musical selected for production the spring semester of that school year. Course also offered under MUS 243.

TH 0251 (F-Even) 1 hr. cr.
Audition Techniques for the Actor

Techniques of auditioning and interviewing in the theatre: selecting audition pieces, rehearsing and performing auditions. Instruction in preparing resumes and photographs for professions.

TH 0298 (Demand) 1-8 hrs. cr.
Topics in Theatre

Concentrated study on a variety of selected theatre topics. Can be offered on same topic an unlimited number of times.

TH 0311 (F-Even,Demand) 3 hrs. cr.
Stage Management

Fundamentals of stage management. Organization of call board, rehearsals and performances. Construction of prompt book. Communication procedures between actors, director and designers. Calling the show. Prerequisite: TH 142.

TH 0320 (S-Odd,Demand) 3 hrs. cr.
Stage Lighting

Lighting design approached artistically. The use of lighting for atmosphere, mood and emphasis. Lighting as applied to art, television, theatre and motion pictures. Prerequisites: TH 142 & 234.

TH 0331 (S-Odd) 3 hrs. cr.
History of the Theatre I *(Writing Intensive)*

Theatre from its ancient origins through the Elizabethan period. Theatre and stage architecture, scene design, acting styles, theatre management and the culture surrounding the theatrical event will be addressed with analysis of their relationship to dramatic literature.

TH 0332 (S-Even) 3 hrs. cr.
History of the Theatre II *(Writing Intensive)*

The cultural background and evolution of the theatrical literature, physical theatre, staging, casting, audiences and production practices from the Jacobean period to the present day.

TH 0333 (Demand) 3 hrs. cr.
Eastern Theatre Tradition

The study of Eastern thought and culture in the discipline of theatre. All areas of design as well as acting and movement will be discussed.

TH 0341 (S) 3 hrs. cr.
Acting II

The dynamics of analysis, rehearsal and performance of scenes from contemporary and classic plays. Emphasis on the actor's relationship to the play and to other actors. Prerequisite: TH 241.

TH 0351 (F) 3 hrs. cr.
Directing I

A comprehensive study of various problems confronting a stage director. Techniques and procedures for play selection, analysis and mounting a production. Scene directing. Prerequisite: TH 241.

TH 0361 (F-Even) 3 hrs. cr.
Costume History I

Survey of the garments and fabrics worn in Western cultures from Ancient Greece through the 19th Century. (Recommended for Stage Costume Design.)

TH 0362 (F-Even) 3 hrs. cr.
Stage Costume Design

Theory and practical aspects of costume design. Emphasis on nonverbal communication of theme, character and historical period through rendered costume designs. Prerequisite: TH 234.

TH 0363 (S-Even) 3 hrs. cr.
Costume History II

A service learning course. Hands-on analysis and preservation of clothing worn, in the US, during the 19th and 20th centuries. Four hours per week will be spent at the Dorothea B. Hoover museum in Joplin. Prerequisite: Instructor's approval.

TH 0372 (S-Odd) 3 hrs. cr.
Directing II

Study of the skills and role of a director, casting, production administration and director-actor relationship. Experience and group evaluation in directing one-act plays before departmental or public audience. Prerequisite: TH 351.

TH 0382 (S-Even,Demand) 3 hrs. cr.
Sound Design

Sound design approached artistically and practically. The use of sound effects and music for atmosphere, mood and emphasis. The research, recording and playback methods of sound effects and music. Types of setup and the equipment used for sound as applied to theatre and live concerts. Prerequisite: TH 142.

TH 0422 (F) 3 hrs. cr.
Acting III

Study and presentation of selected historic performance styles, with particular attention to physical manners and speech. Emphasis on Shakespearean language and performance, farce and social comedy. Prerequisite: TH 341.

TH 0423 (S) 3 hrs. cr.
Acting IV

This course involves the analysis, rehearsal, and performance of scenes from plays from the late nineteenth through mid twentieth century that are classified as Modern Realism. These range from works by Henrik Ibsen and Anton Chekhov to the plays of Arthur Miller and Tennessee Williams. This course builds upon the foundation laid in Acting I and II with emphasis on the personalization of the characters' experience and the discovery and playing of the characters' psychological condition. Prerequisite: TH 341 Acting II.

TH 0431 (F-Odd) 3 hrs. cr.
Creative Dramatics

Methods and techniques of teaching dramatic improvisations for young people through the exploration of various art forms appropriate for dramatic presentation with an emphasis on storytelling.

TH 0441 (S-Even,Demand) 3 hrs. cr.
Stage Design

Scene design approached artistically. Focus on nonverbal communication between directors, designers, technicians and audience members. Rendering techniques and period research will be addressed. Prerequisites TH 142 and TH 234.

TH 0450 (F,S) 1-3 hrs. cr.
Advanced Lab Practicum

Advanced practical implementation of techniques learned at beginning and intermediate levels of theatre production in the areas of directing and design. Play production for public performance. May be repeated for credit.

TH 0455 (Demand) 1-3 hrs. cr.
Theatre Internships

Internship in theatre provides selected students on-the-job training and experience. The student is supervised and evaluated by theatre faculty and by the supervisor at the facility where the student works. May be repeat three times.

TH 0498 (Demand) 1-8 hrs. cr.
Topics in Theatre

Special topics in Theatre for upper level students.

TH 0499 (F,S) 1-3 hrs. cr.
Independent Study in Theatre

Structured by the adviser with approval of department head. Prerequisite: Advanced standing in major field with GPA of 3.0. Enrollment must be approved by adviser, department head and school dean.



*Dental Students studying
dental x-rays*



*Lounge in Beimdiek
Rec Center*

*Foam Party
Campus Crawl*

Robert W. Plaster School of Business Administration

Accounting

Business Education

Entrepreneurship

Finance & Economics

General Business

International Business

Management

Marketing

School Dean

John D. Groesbeck

Plaster Hall 302, 417.625.9319

Degrees and Majors**Bachelor of Science in Business Administration**

- Accounting
- Finance and Economics
- General Business
- International Business
- Management
- Human Resource Management
- Marketing

Concentration

- Entrepreneurship

Bachelor of Science in Education

(in cooperation with the School of Education)

- Business Education

Minors - *(BSBA and Non-BSBA candidates)

- Accounting (Non-BSBA)
- Accounting (BSBA)
- Finance/Economics (Non-BSBA)
- Finance/Economics (BSBA)
- General Business (Non-BSBA)
- International Business (Non-BSBA)
- International Business (BSBA)
- E-Business (BSBA)
- Human Resource Management*
- Management (Non-BSBA)
- Marketing (Non-BSBA)
- Multimedia*
- Quality Management*
- Transportation-Logistics*
- Entrepreneurship (Non-BSBA)
- Entrepreneurship (BSBA)
- Arts, Entertainment & Tourism Marketing*
- International Human Resource Management*

Mission

The mission of The Robert W. Plaster School of Business Administration (SOBA) is to prepare our students to be responsible, productive professionals who serve in the global business environment. We fulfill our mission through quality programs in a student-centered learning community.

Vision

We will be recognized by the community as the leader in business education.

Core Values:

- **Learning and Research**

We promote an environment that facilitates and supports learning, collaboration and communication by both faculty and students directed at scholarly activity and the application of knowledge.

- **Community**

We respond to the needs of our global community by preparing responsible, productive citizens for leadership roles and by providing services that support economic development.

- **Innovation**

We cultivate a spirit of entrepreneurship by developing new offerings and activities and by incorporating technological and pedagogical advances that support the learning environment.

- **Social Responsibility**

We believe that faculty and students should engage in activities that foster social and ethical awareness and respond to domestic and international needs for sustainable societies.

- **Continuous Improvement**

We commit to continually assess and improve our current programs and activities that support our mission, vision and core values.

Accreditation

The Robert W. Plaster School of Business Administration is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). ACBSP is the leading specialized accreditation association for business education to support, celebrate and reward teaching excellence.

Student Organizations

The Accounting Club provides accounting students information about the profession, along with the opportunity to network with practicing accountants. Members can interact through monthly meetings and various social functions and are encouraged to become active in the area's professional accounting organizations. The club publishes an annual Resume Book that is distributed as a resource to area employers that wish to hire new accounting graduates.

The Finance and Investment Club is open to all majors who desire knowledge about financial careers and investments. Meetings allow students to network with each other and financial professionals and an annual trip allows students to gain exposure to financial markets and companies.

Omicron Delta Epsilon is the honorary economics fraternity open to juniors with at least 15 hours in economics or finance and a 3.5 GPA in economics or finance courses.

Collegiate DECA is an international organization that engages students from a variety of educational disciplines while maintaining a strong focus on business-related areas such as marketing, management and entrepreneurship. Competitive events at the state and national levels allow students to gain recognition and develop leadership skills. Meetings provide networking opportunities with business professionals.

Phi Beta Lambda aims to develop competent and aggressive business leadership, to create more interest and understanding of American business enterprise and to improve business and citizenship through participation in worthy undertakings. PBL is open to all students.

Delta Mu Delta is an international honor society in Business Administration that exists to promote higher scholarship in training for business and to recognize and reward scholastic achievement in business subjects. To be inducted in the Lambda Gamma Chapter, students must major in business and graduate in the top 20% of their class.

Missouri Southern Business Education Association is open to all business education majors. Its primary goal is to provide students with information regarding the teaching profession and to prepare them for their careers. Meetings offer students the chance to make important contacts with public school teachers and administrators, state department personnel and other professionals who are featured as speakers.

The Society of Human Resource Management is designed to familiarize students with human resource administration, industrial psychology and labor relations. It also functions as a way to keep students up-to-date on new professional human resources developments.

The International Business Club is open to those interested in any facet of international business. Both U.S. and international students are represented. Monthly meetings give members a chance to hear guest speakers from different businesses engaged in international activities, as well as experience field trips to area businesses.

Economic Development

Small Business and Technology Development Center

The Robert W. Plaster School of Business Administration, in conjunction with the Small Business Administration, has formed a Small Business and Technology Development Center. The SBTDC was established in April 1987 and is located in the Robert W. Plaster Free Enterprise Center. The SBTDC provides existing and start-up for-profit small businesses in Jasper, Newton, Barton, Vernon, Cedar, Dade, Lawrence and McDonald counties with one-on-one consulting. In addition, the SBTDC assists businesses with their training and educational needs. The Center seeks to serve those needs by developing and/or coordinating various seminars and workshops for the local businesses.

The International Trade and Quality Center

The mission of the International Trade and Quality Center in the Robert W. Plaster School of Business Administration is to:

1. Develop international consulting and other relevant services for four-state organizations and individuals who are or wish to be involved in international trade;
2. Assist area organizations in their quest for continuous improvement of products, processes and services to enhance quality while reducing cost;
3. Enhance the business curriculum by providing international and quality resources, internship opportunities and other appropriate assistance for faculty and students.

Business and Economic Lecture Series

The Robert W. Plaster School of Business Administration sponsors an annual lecture series. Speakers of interest to both students and local business people are featured.

SBTDC Workshops

The Robert W. Plaster School of Business Administration has established workshops to help local businesses with their training and educational needs. The Center seeks to serve those needs by developing and/or coordinating various seminars for the local businesses.

The Center for Entrepreneurship

The Center for Entrepreneurship provides practical and relevant information concerning the implementation and operation of a small business. Courses are offered in the areas of management methods, accounting, financing, marketing, business plans, legal aspects and business opportunities. These courses are offered online as distance learning courses. Students can earn a minor or certificate in Entrepreneurship.

Heartland Procurement Technical Assistance Center (PTAC)

Heartland PTAC's mission is to assist viable businesses located in Southwest Missouri and the State of Kansas with potential market expansion through procurement opportunities with the government which enhances local economies.

Heartland PTAC is a Robert W. Plaster School of Business Administration program that is funded in part by federal funds. The Robert W. Plaster School of Business Administration also has PTAC offices located in Kansas and outreach centers located in various geographic areas throughout Kansas and Missouri.

Heartland PTAC provides businesses with government procurement counseling that can enable businesses to expand their markets by selling goods and services to the government. Heartland PTAC offers assistance with bidder application forms, matching of products and/or services with appropriate buying activities, bid package review, pre-award and post-award assistance, government registrations and provides government specifications and standards and other information necessary to complete government bids. Heartland PTAC also provides a bid-matching program that electronically locates federal, state and local government bidding opportunities for any business based on the products and services that the business wants to sell to the government.

Business General Education Requirements

All BSBA candidates must take the following "core" courses in addition to the courses required in their major (see course descriptions for prerequisites):

Business Administration

	Semester Hours
ACCT 201 Principles of Financial Accounting	3
ACCT 202 Principles of Managerial Accounting	3
ECON 201 Principles of Economics-Macro	3
ECON 202 Principles of Economics-Micro	3
ECON 350 Financial Management	3
GB 301 Legal Environment of Business I	3
GB 320 Business Communication (WI)	3
GB 321 Business Statistics I	3
IB 310 ** International Business	3
MM 237 Using Information Systems	3
MM 300 Principles of Marketing	3
MM 350 Fundamentals of Organizational Management (WI) . . .	3
MM 452 Strategic Management (WI)*	3
Total Business Core	39

*Prerequisites: Senior standing, MM 300, MM 350 and ECON 350 and should be taken during last semester of university work.

**IB 310 will satisfy Area I of the General Education requirements.

Mathematics - All candidates for the BSBA degree must complete Mathematics 130 (College Algebra) or the preferred MATH 131 (Finite Math) or higher as their General Education mathematics course.

ACCOUNTING

Plaster Hall 309H • 417.625.3012

Faculty D. Smith - Head, Agee, Comstock, Huffman, Mattix, J. Smith

Mission

The mission of the Department of Accounting at Missouri Southern State University is to help meet the needs of our society for business school graduates by providing quality accounting education. Consistent with the University's mission, the Department of Accounting embraces an integration of liberal and professional education to enable students to develop the ability to excel in the complex work environment of business. The curriculum combines extensive accounting study with a focus on development of student competencies in the areas of professional integrity, social responsibility oral and written communications, interpersonal relationships, technology management, research experience, international business affairs and critical thinking skills.

150 ACCOUNTING

The BSBA accounting major course of study is designed to prepare the student to enter any area of the accounting profession, to successfully complete the Certified Public Accountant or other professional certification examination and/or to enter graduate school. Majors in accounting must earn a grade of 'C' or above in all accounting courses in order to earn a BSBA.

Prospective accounting majors should take note of the requirements for entry into the profession. The State of Missouri requires 150 hours of college credit, including an undergraduate degree, before a candidate may sit for the Certified Public Accountant examination. Most other states have similar requirements. The American Institute of Certified Public Accountants requires new members to have 150 semester hours of college credit in order to join. Accounting majors desiring to meet this requirement should note the "150-hour" recommendations at the end of the BSBA suggested order of study or plan to attend graduate school (see your adviser).

A minor in accounting for both BSBA and non-BSBA degree candidates is also offered.

Bachelor of Science in Business Administration with an Emphasis in Accounting

Major Code AC00

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Business Core (p. 149)*	39
Accounting Major**	27
ACCT 309 Accounting Information Systems	3
ACCT 312 Intermediate Accounting	3
ACCT 322 Intermediate Financial and Capital Accounting . . .	3
ACCT 375 Tax Accounting I	3
ACCT 385 Cost Accounting	3
ACCT 411 Auditing	3
Upper Division Accounting Electives	9***
Electives	14-15
Total	124-125

*Required course in economics (ECON 201) satisfies major requirement and 3 hours of General Education Requirements.

** Majors in accounting must earn a grade of 'C' or above in all accounting courses in order to earn a BSBA.

***Must be chosen with adviser approval. Internships, independent studies and VITA will not fulfill this requirement. Those interested in sitting for the CPA exam should consider: Strategic Financial Accounting, Tax Accounting II, Governmental and Nonprofit Accounting, and Accounting Law. Those interested in sitting for the Certified Management Accountant exam should consider: Financial Statement Analysis, Tax Accounting II and Controllorship.

Minor in Accounting (Non-BSBA degree candidates*)

Minor Code AC80

	Semester Hours
Required:	
ACCT 309 Accounting Information Systems	3
ACCT 312 Intermediate Accounting	3
ACCT 375 Tax Accounting I	3
GB 301 Legal Environment of Business I	3
ECON 350 Financial Management	3
Upper Division Accounting electives	6
Total for Minor (Accounting)	21

*Must meet prerequisites of individual courses.

Minor in Accounting (BSBA degree candidate)

Minor Code AC81

Semester Hours

Required:

ACCT 309 Accounting Information Systems	3
ACCT 312 Intermediate Accounting	3
ACCT 375 Tax Accounting I	3
Upper Division Accounting electives	9
Total for Minor (Accounting)	18

150-Hour Recommendations

Beyond additional accounting courses, the student may find it helpful to concentrate any remaining hours in a single area such as finance, computer science, communications, a foreign language, total quality management or similar pursuits. Students may wish to consider a double-major in Accounting and CIS.

For additional information contact:

Dr. Dave Smith

Office: Plaster Hall 309H

Phone: 417.625.3012

Email: smith-d@mssu.edu

Course Descriptions

ACCT 0201 (F,S,Su) 3 hrs. cr. Principles of Financial Accounting

An introduction to accounting as an information communication function that supports economic decision making. The topics covered should help students understand the development of financial statements and their interpretation. Prerequisite or co-requisite: MATH 130 or higher.

ACCT 0202 (F,S,Su) 3 hrs. cr. Principles of Managerial Accounting

Use of accounting as a tool for the process of planning, controlling and decision making. Emphasis on where accounting data is obtained, what kind of information is needed and how it is used in the management process. Prerequisite: ACCT 201.

ACCT 0305 (Demand) 3 hrs. cr. Health Administration Finance

Use of accounting as a tool for the process of planning, controlling and decision making, with an emphasis on healthcare management applications. Coverage includes sources of accounting data, what kind of information is needed and how it is used in the management process. Prerequisite: MATH 125 or higher.

ACCT 0309 (F,S) 3 hrs. cr. Accounting Information Systems

A comprehensive study of the objectives, uses, evaluation and design of accounting information systems. The course is for students who will soon be assuming the responsibilities of professional accountants and need to know how accounting information systems function. Prerequisites: ACCT 201 and 202 with a grade of 'C' or above.

ACCT 0312 (F,S) 3 hrs. cr.
Intermediate Accounting

Examination of current and emerging financial accounting theory and techniques used to measure and report financial information to investors, creditors and other external users. Emphasizes asset and income determination, preparation and interpretation of financial statements and related disclosure requirements. Prerequisites: ACCT 201 and 202 with a grade of 'C' or above.

ACCT 0322 (F,S) 3 hrs. cr.
Intermediate Financial and Capital Accounting

Course that covers financial and capital accounting for business enterprises (with emphasis on the corporation). Emphasizes topics in areas of: (1) accounting for liabilities, (2) shareholders' equity, (3) earnings per share, (4) investments, (5) income taxes and (6) the statement of cash flows. Prerequisites: ACCT 201 and 202 with a grade of 'C' or above.

ACCT 0325 (Demand) 3 hrs. cr.
Managerial Accounting

Use of accounting as a tool for the process of planning, controlling and decision making. Emphasis on where accounting data is obtained, what kind of information is needed and how it is used in the management process. This course may not be taken by the accounting major to satisfy accounting General Education Requirements. Prerequisite: ACCT 202.

ACCT 0332 (Demand) 3 hrs. cr.
Intermediate Accounting III

Third of three courses that comprehensively cover financial accounting concepts and standards for business enterprises (with emphasis on the corporation). Coverage includes: (1) earnings per share, (2) investments, (3) income taxes, (4) post-retirement benefits, (5) leases, (6) cash flows and (7) accounting changes and errors. Prerequisite: ACCT 322.

ACCT 0341 (Demand) 3 hrs. cr.
Accounting Law

An in-depth study of legal issues of primary interest to professional accountants with particular emphasis on government regulation, consumer protection statutes, insurance, bankruptcy, agency law, equal employment opportunity laws, business organizations, real property, decedent's estates and trusts, and environmental law and land use controls. Prerequisite: GB 301.

ACCT 0350 (Demand) 3 hrs. cr.
Financial Statement Analysis

Keys to both accounting and financial analysis. Examines the relevance of financial statement analysis to all business decisions. Priorities: (1) relevance, (2) decision inferences, and (3) practicality. Prerequisite: ACCT 202 or permission.

ACCT 0375 (F) 3 hrs. cr.
Tax Accounting I

Procedures for reporting federal income taxes with emphasis on income and deductions for individuals. Practice in preparing federal income tax returns. Prerequisites: ACCT 201 and 202 with a 'C' or above or permission.

ACCT 0385 (Demand) 3 hrs. cr.
Cost Accounting

Study of accounting cost systems providing information generation for managerial planning and control. Special emphasis is placed on both technology and Quality Management as applied to industrial and service enterprises. Prerequisites: ACCT 202 with a 'C' or above, GB 321.

ACCT 0402 (Demand) 3 hrs. cr.
Strategic Financial Accounting

Application of accounting principles of business combinations, consolidated financial statements, foreign currency transactions, postretirement benefits and leases. Prerequisite: ACCT 322.

ACCT 0408 (S) 3 hrs. cr.
Tax Accounting II

Procedures for reporting federal income taxes with emphasis on corporations, partnerships, estates and trusts. Practice in preparing federal income tax returns of these business entities. Prerequisite: ACCT 375 or permission.

ACCT 0411 (F,S) 3 hrs. cr.
Auditing

Overview of the certified public accounting profession with special attention to auditing standards, professional ethics, the legal liability inherent in the attest function, the study and evaluation of internal control, the nature of evidence, the use of statistical sampling and performing an audit. Prerequisites: ACCT 312, ACCT 309. Prerequisite or co-requisite: ACCT 322.

ACCT 0420 (Su) 3 hrs. cr.
International Accounting

Examination of accounting operations within a multinational corporate environment. Primary emphasis is on international financial reporting and standard setting with regard to different needs within different countries, international financial statement analysis and accounting standards and practices in selected countries. Prerequisite: ACCT 202. Cross listed as INTS 0420.

ACCT 0421 (Demand) 3 hrs. cr.
Governmental and Nonprofit Accounting

Study of accounting principles, standards and procedures that apply to governmental entities. Primary emphasis is accounting for municipalities. Provides background for studying accounting systems of colleges and universities, hospitals and other nonprofit entities. Prerequisite: ACCT 322.

ACCT 0422 (Su) 3 hrs. cr.
Controllership

Advanced study in decision models and cost information, system choice, strategy and management control. Special emphasis on Quality Management and time related management control initiatives. Prerequisite: ACCT 385.

ACCT 0431 (S) 3 hrs. cr.
Forensic and Investigative Accounting

An integration of concepts from auditing, emphasizing forensic and investigative accounting, as well as fraud examination. In addition, examination of internal, operational and compliance audits, as well as specialized reports. Prerequisite: ACCT 411.

ACCT 0491 (Demand) 1-12 hrs. cr.
Internship in Accounting

An internship for senior accounting students with an opportunity to observe and participate in actual business operations within the community. All internships must conform to institutional policy regarding the number of hours of work, the number of credit hours and written agreements with the cooperating business or agency. Prerequisites: 65 hours, 3.0 GPA and department approval.

ACCT 0498 (Demand) 1-3 hrs. cr.
Advanced Topics in Accounting
 For upper division accounting or related majors with topics to be announced each time the course is offered. Prerequisite: Senior standing or permission.

ACCT 0499 (Demand) 1-6 hrs. cr.
Independent Study in Accounting
 Individually directed readings, research and discussion in selected areas of accounting for advanced majors. Scope, depth, area of concentration and credit to be arranged upon entry into course. Offered by arrangement. Prerequisites: Permission and a minimum 3.0 GPA. Repeatable up to six credit hours.

BUSINESS EDUCATION

Plaster Hall 309Q • 417.625.9603

Faculty Block

The BSE business major course of study prepares graduates to teach business at the secondary level.

Business education majors must have a cumulative GPA of 2.75 in all course work and must maintain a cumulative GPA of 2.75 in business courses.

Bachelor of Science in Education
(Business Major)
 Major Code ES10

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Education Courses (p. 179) 39-40**	36-37
Business Major	43-45
ACCT 201 Principles of Financial Accounting	3
ACCT 202 Principles of Managerial Accounting	3
ECON 201 Principles of Economics-Macro	3
GB 110 Computer Formatting.	3
GB 301 Legal Environment of Business I.	3
GB 312 Principles of Business Education	3
GB 320 Business Communication (WI)	3
GB 412 Implementing Business Education Programs	3
IB 310 International Business	3
MM 237 Using Information Systems	3
MM 300 Principles of Marketing	3
MM 337 Management Information Systems	3
MM 350 Fundamentals of Organizational Management (WI) .	3
MM 405 Internet Marketing	3
Electives	1-3
Total	124

*ECON 201 satisfies part of Area E2

**EDUC 280 satisfies Area I

For additional information contact:

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 Phone: 417.625.9603
 Email: block-b@mssu.edu

ENTREPRENEURSHIP

Plaster Hall 107B • 417.625.9520

Faculty Bradshaw - Director, Robinson, Surbrugg

Entrepreneurship minors are offered to Non-BSBA and BSBA degree candidates. The courses will help students identify their own entrepreneurial potential and recognize entrepreneurial opportunities in their environment. The minor will enable students to obtain knowledge useful in pursuing their own new venture start-ups or expanding existing businesses. Entrepreneurship courses are offered via the Internet.

Minor in Entrepreneurship
(Non-BSBA degree candidates)

Minor Code MM88

Semester Hours

Required:

ENT 201	Developing a Business Plan	1
ENT 202	Business Opportunities	1
ENT 203	Legal Aspects for Entrepreneurs	1
ENT 204	Initial Capitalization	1
ENT 205	Cash Flow Analysis	1
ENT 206	Microcomputer Applications.	1
ENT 207	Accounting Procedures	1
ENT 208	Accounting Records	1
ENT 209	Accounting Taxation	1
ENT 210	The Management Process for Entrepreneurs	1
ENT 211	Strategic Planning & Organizing	1
ENT 212	Human Resource Issues for Entrepreneurs	1
ENT 213	Promotion	1
ENT 214	Pricing	1
ENT 215	Merchandise/Inventory Planning	1
ENT 301	New Business Formation	3
ENT 302	Managing Innovation and Technology	3

Total for Minor (Entrepreneurship) 21

Minor in Entrepreneurship
(BSBA degree candidates)

Minor Code MM89

Semester Hours

Required:

ENT 201	Developing a Business Plan	1
ENT 202	Business Opportunities	1
ENT 203	Legal Aspects for Entrepreneurs	1
ENT 204	Initial Capitalization	1
ENT 205	Cash Flow Analysis	1
ENT 209	Accounting Taxation	1
ENT 301	New Business Formation.	3
ENT 302	Managing Innovation and Technology	3

Choose 6 credit hours from:

ACCT 309	Accounting Information Systems I	3
ECON 411	Investments	3
ECON 330	Principles of Insurance	3
GB 361	Personal Development	1
GB 362	Career Development	1
GB 363	Interpersonal Development	1

MM 340	Principles of Transportation	3
MM 354	Quality Management	3
MM 405	Internet Marketing	3
MM 312	Retailing.	3
MM 436	Service Marketing	3
MM 321	Professional Strategic Selling	3
MM 345	Business Logistics.	3
Or Upper Division Business Course (selected with adviser consultation and approval)		
Total for Minor (Entrepreneurship)		18

Concentration in Entrepreneurship

A concentration in entrepreneurship is offered for all students, regardless of major, to enhance success of new venture start-ups. This concentration helps prepare students to start their own businesses. A Certificate of Entrepreneurship will be issued to students who successfully complete the fifteen entrepreneurship courses. Entrepreneurship courses are offered via the Internet.

Requirements for a Concentration in Entrepreneurship

Certificate Code MM86

	Semester Hours
ENT 201	Developing a Business Plan1
ENT 202	Business Opportunities1
ENT 203	Legal Aspects for Entrepreneurs1
ENT 204	Initial Capitalization1
ENT 205	Cash Flow Analysis1
ENT 206	Microcomputer Applications.....1
ENT 207	Accounting Procedures1
ENT 208	Accounting Records1
ENT 209	Accounting Taxation1
ENT 210	The Management Process for Entrepreneurs1
ENT 211	Strategic Planning & Organizing1
ENT 212	Human Resource Issues for Entrepreneurs1
ENT 213	Promotion1
ENT 214	Pricing1
ENT 215	Merchandise/Inventory Planning1
Total for Concentration (Entrepreneurship) 15	

For additional information contact:

Karen Bradshaw
Office: Plaster Hall 107B
Phone: 417.625.9520
Email: bradshaw-k@mssu.edu

Course Descriptions

ENT 0201 (F) 1 hr. cr. Developing a Business Plan

This course focuses on the proper techniques to use in preparing and presenting a business plan, which will provide the necessary goals and directions for creating, managing and gaining profit from a business.

ENT 0202 (F) 1 hr. cr. Business Opportunities

A course concentrating on analyzing the feasibility of starting or expanding a business venture. Topics include developing strategies for various types of existing business ventures and new startups, product positioning, the purchase of existing businesses, franchising and determining and creating a competitive advantage for products and services.

ENT 0203 (F) 1 hr. cr. Legal Aspects for Entrepreneurs

This course will cover the formation, advantages and disadvantages of corporations, partnerships, LLCs and sole proprietorships as different forms of legal ownership for new businesses. Topics include business licenses, business insurance, government regulations, government support systems, liability and ethical issues.

ENT 0204 (S) 1 hr. cr. Initial Capitalization

A course to help prepare the entrepreneur for presenting their "initial capital" needs to the appropriate audience in obtaining financing for their new business.

ENT 0205 (S) 1 hr. cr. Cash Flow Analysis

A course for preparing analysis on a new or existing business in the areas of business operating cycle, quality indicators, financial ratios, permanent working capital and cash flow analysis.

ENT 0206 (S) 1 hr. cr. Microcomputer Applications

A course to prepare the entrepreneur for applying computerized accounting technology to a small business situation. QuickBooks for Windows will be used for the course.

ENT 0207 (F) 1 hr. cr. Accounting Procedures

A course to teach entrepreneurs accounting concepts so they will have background knowledge of the how and why of financial statement preparation as related to managing small businesses.

ENT 0208 (F) 1 hr. cr. Accounting Records

A course to acquaint entrepreneurs with the various accounting and financial records needed to successfully operate a small business.

ENT 0209 (F) 1 hr. cr. Accounting Taxation

A course to acquaint entrepreneurs with the tax consequences of the different forms of business organization and the documents necessary to get a business "legal" with authorities for "tax" purposes.

ENT 0210 (S) 1 hr. cr. The Management Process for Entrepreneurs

A course to acquaint the entrepreneur with basic theories and principles of management as they relate to an entrepreneurial and newly formed business. Using E-commerce in traditional companies will be evaluated. Small business survival by gaining the competitive edge will be stressed.

ENT 0211 (S) 1 hr. cr. Strategic Planning & Organizing

A course to help small business people develop and implement management strategies for efficiency and to learn and practice the important functions of planning and organizing a small business. Topics include the balanced scorecard concept, analytical tools, methods of managing entrepreneurial firms and the formation of strategy for E-commerce trends and the application of this strategy.

ENT 0212 (S) 1 hr. cr.
Human Resource Issues for Entrepreneurs

This course is designed to help the students and owners of small businesses improve their human relations skills needed in running a business. The discovering of one's management style and the development of new management skills will be covered.

ENT 0213 (S) 1 hr. cr.
Promotion

This course will introduce the entrepreneur to the complexities of advertising for smaller businesses. The entrepreneur will learn to develop the marketing goals of a business and select a marketing mix to communicate those ideas to the marketplace. Utilizing the Internet in promotional strategies will be covered.

ENT 0214 (S) 1 hr. cr.
Pricing

This course will concentrate on the pricing of products for a small business for profit and the development of pricing strategies and sales promotion techniques that will allow businesses to attract customers for the buying process. The emphasis will be on pricing strategies for goods and/or services.

ENT 0215 (S) 1 hr. cr.
Merchandise/Inventory Planning

This course will acquaint the entrepreneur with various techniques of inventory/merchandise planning and controls. It will also focus on merchandising strategies, salesmanship, location analysis and the purchasing function.

ENT 0301 (S) 3 hrs. cr.
New Business Formation

Students, as officers or employees, will be required to complete the following tasks generally inclusive with creating and managing a small business: identify a viable product/service and target market; develop an organizational structure for the company; write a business plan; maintain internal cost and accounting procedures; develop advertising and marketing strategies; and harvest the business. Prerequisite: ENT 201.

ENT 0302 (F) 3 hrs. cr.
Managing Innovation and Technology

Students work in a consulting capacity problem solving for entrepreneurial companies that may be located in a business innovation center or referred by the Small Business Development Center. Students work with problems related to marketing, financial management, managerial issues, and other business requirements in which students will combine business and consulting skills in a way that leads to innovation and sustainable growth in the small businesses. Prerequisite: Ent 201.

FINANCE & ECONOMICS

Plaster Hall 309H • 417.625.3012

Faculty D. Smith - Head, Abrahams, Buchholz, La Near, Nichols, Rawlins

The BSBA finance and economics major course of study is designed to provide a quality comprehensive educational environment to students for the development of the critical, personal, professional and intellectual competencies necessary for success in the complex and dynamic global business world.

Bachelor of Science in Business Administration with an Emphasis in Finance and Economics**Economics Concentration**

Major Code EC04

		Semester Hours
General Education Requirements (p. 45) 46-47*		43-44
Business Core (p. 149)		39
Economics		18
GB 101	Introduction to Personal Financial Planning	3
ECON 300	Money and Banking	3
ECON 401	Managerial Economics	3
ECON 402	Macroeconomic Analysis	3
GB 322	Business Statistics II	3
INTS 304	Comparative Political Economy	3
Upper Division Finance/Economics Electives		9
Upper Division Business Electives		6
General Electives		8-9
Total		124

Finance Concentration

Major Code EC05

		Semester Hours
General Education Requirements (p. 45) 46-47*		43-44
Business Core (p. 149)		39
Finance		18
GB 101	Introduction to Personal Financial Planning	3
ECON 300	Money and Banking	3
ECON 401	Managerial Economics	3
ECON 411	Investments	3
ECON 450	Financial Strategy	3
Choose One:		3
ECON 420	Security Analysis	
ECON 421	Portfolio Management I	
Upper Division Finance/Economics Electives		9
Upper Division Business Electives		6
General Electives		8-9
Total		124

Personal Financial Planning Concentration

Major Code EC03

		Semester Hours
General Education Requirements (p. 45) 46-47*		43-44
Business Core (p. 149)		39
Financial Planning		30
GB 101	Introduction to Personal Financial Planning	3
ECON 300	Money and Banking	3
ECON 320	Pension Planning	3
ECON 330	Principles of Insurance	3
ECON 370	Estate Planning	3
ECON 411	Investments	3
ECON 420	Security Analysis	3
ECON 440	Advanced Financial Planning	3
ACCT 375	Tax Accounting I	3
ACCT 408	Tax Accounting II	3
Electives		11-12
Total		124

*Required course in Economics (ECON 201) satisfies major requirement and three hours of General Education Requirements.

**Minor in Finance/Economics
(Non-BSBA degree candidates)**

Minor Code EC80

	Semester Hours
GB 101 Introduction to Personal Financial Planning . . .	3
ACCT 201 Principles of Financial Accounting	3
ECON 201 Principles of Economics-Macro	3
ECON 202 Principles of Economics-Micro	3
ECON 300 Money and Banking	3
ECON 350 Financial Management	3
ECON 411 Investments	3
Total for Minor	21

**Minor in Finance/Economics
(BSBA degree candidate)**

Minor Code EC81

	Semester Hours
GB 101 Introduction to Personal Financial Planning . . .	3
ECON 300 Money and Banking	3
ECON 401 Managerial Economics	3
ECON 411 Investments	3
ECON 450 Financial Strategy	3
Upper level Economics/Finance Electives	6
Total for Minor	21

For additional information contact:

Dr. Dave Smith

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Phone: 417.625.3012

Email: smith-d@mssu.edu

Course Descriptions

ECON 0180 (F,S,Su) 3 hrs. cr.
The American Economic System

A core course on the goals organization and operation of the U.S. economy. Topics include: scarcity and choice; the role of profits, saving, investment and competition; the economic functions of government; limitations of the market system; other types of economic systems; and international trade. Personal finance topics include setting goals, budgeting, savings and investing, credit management and retirement planning. Not for business majors or for those who have taken ECON 201 or 202. Prerequisite: ACT MATH Score of 19 or higher or MATH 030 or above.

ECON 0201 (F,S,Su) 3 hrs. cr.
Principles of Economics (Macro)

A basic course that explains the organization, operation and goals of the U.S. economic system with emphasis on basic principles and concepts; measurement, determination and stabilization of national income; unemployment and inflation; the role of money and monetary policy; fiscal policy; economic growth; international finance; and current economic problems. Prerequisite: MATH 030 or above.

ECON 0202 (F,S,Su) 3 hrs. cr.
Principles of Economics (Micro)

A continuation of economic principles with emphasis on the theory of price determination and income distribution, with particular attention to the nature and application of those bearing on decision making within a household, firm or industry; cost and revenue implications of various product and factor market structures; and international trade and finance. Prerequisite: MATH 030 or above.

ECON 0300 (F,S) 3 hrs. cr.
Money and Banking

The nature, need, functions, role, creation and destruction of money and credit; financial institutions and their functions with special emphasis on the commercial banking system and the Federal Reserve system; introduction to monetary theory and policy; and international aspects of money and monetary policy. Prerequisites: ECON 201 and ECON 202.

ECON 0320 (F) 3 hrs. cr.
Pension Planning

Pension Planning is the establishment, implementation and management of private retirement plans. Topics include: the history of private pension plans in the United States, the debate over defined benefit versus defined contribution plans, tax considerations in pension planning, important aspects of various types of pension plans, funding of pension plans, terminating pension plans and investment issues for pension plans. Prerequisites: ECON 201, ECON 202 and ACCT 201. Co-requisite: GB 301.

ECON 0330 (F) 3 hrs. cr.
Principles of Insurance

Survey of the fundamentals of insurance, including risk management, interpretation of policies, property insurance, liability insurance, health insurance and life insurance. Prerequisites: ECON 201 and ECON 202.

ECON 0350 (F,S,Su) 3 hrs. cr.
Financial Management

Study of the financial operating environment and financial analysis; risk and valuation; time value of money; capital budgeting; cost of capital and leverage; working capital management; and dividend policy. Prerequisites: ECON 201, ECON 202, ACCT 201 and ACCT 202.

ECON 0370 (S) 3 hrs. cr.
Estate Planning

The study of the efficient conservation and transfer of wealth, consistent with the client's goals. The course will consider the legal, tax, financial and non-financial aspects of this process. Topics covered will include trusts, wills, probate, advanced directives, charitable giving, wealth transfers and related taxes. Prerequisites: ECON 350, ACCT 375 and GB 301.

ECON 0400 (F) 3 hrs. cr.
Bank Management

Provides an introduction to the commercial bank industry, its organization, structure and regulation. The lending and investment functions of banking are examined along with liability and capital management issues, including de nova banking and merger/acquisitions. Its' purpose is to offer an overview of commercial banks and their delivery role in the financial services industry. Prerequisites: ECON 300 and ECON 350.

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ECON 0401 (F) 3 hrs. cr.

Managerial Economics

The price system and resource allocation through a system of markets and prices; price and output determination in perfect and imperfect markets; resource markets; and income determination. Prerequisites: ECON 201, ECON 202 and GB 321.

ECON 0402 (Demand) 3 hrs. cr.

Macroeconomic Analysis

National income determination with various macroeconomic models; fiscal and monetary policy; international linkages; consumption and investment; and trade-offs between inflation and unemployment. Prerequisite: ECON 300.

ECON 0411 (S) 3 hrs. cr.

Investments

Principles underlying investment analysis and policy; salient characteristics of governmental and corporate securities; policies of companies and investing institutions; relations of investment policy to money markets and business fluctuations; and security price-making forces. Prerequisite: ECON 350.

ECON 0420 (F) 3 hrs. cr.

Security Analysis

A broad introduction to basic stock selection using "fundamental" analysis whereby "over" and "under" valued stocks are to be identified. The class will construct a common stock portfolio of 10 to 25 stocks. Other topics covered will include basic schools of investment thought, diversification, quality of earnings and factors affecting equity ownership. Prerequisite: ECON 350 or permission.

ECON 0421 (F) 3 hrs. cr.

Portfolio Management I

Theories of diversification, portfolio construction and portfolio management; fundamental analysis of securities; investment goals and strategies; economic and industry analysis; decision making for the Youngman Portfolio. Prerequisite: ECON 411. Students are admitted into this class on a selective basis determined by an application and interview process.

ECON 0422 (S) 3 hrs. cr.

Portfolio Management II

Theories of diversification, portfolio construction and portfolio management; fundamental analysis of securities; economic and industry analysis; financial software competencies; derivatives; decision making for the Youngman Portfolio. Prerequisite: ECON 421. Students are admitted into this class on a selective basis determined by an application and interview process.

ECON 0440 (S) 3 hrs. cr.

Advanced Financial Planning: Cases and Applications

This course will integrate material presented in the financial planning track coursework. Students will be engaged in critical thinking and decision making regarding personal financial management topics in the context of the financial planning process. Prerequisites: ACCT 375, ECON 320 and ECON 330. Co-requisites: ECON 370 and ECON 411.

ECON 0450 (S) 3 hrs. cr.

Financial Strategy

Financial planning, capital budgeting under constraints of mutual exclusiveness and capital rationing, leverage (both operating and financial), debt financing, common stock (including dividend policy), preferred stock, leasing, mergers and LBOs using a case study approach. Prerequisite: ECON 350.

ECON 0491 (Demand) 1-6 hrs. cr.

Internship in Finance and Economics

An internship for senior Finance/ Economics students with an opportunity to observe and participate in actual business operations within the community. All internships must conform to institutional policy regarding the number of hours of work, the number of credit hours and written agreements with the cooperating business or agency. Prerequisites: 65 hours, 3.0 GPA and department approval. Repeatable up to six credit hours.

ECON 0498 (Demand) 1-3 hrs. cr.

Advanced Topics in Economics

For upper-division students. Topics to be announced each time the course is offered. Examples of seminars offered in the past are: 498-Seminar in International Economics, 498-Seminar in Business Cycles and 498-Seminar in Public Finance.

ECON 0499 (Demand) 1-6 hrs. cr.

Independent Study in Finance/Economics

Individually directed readings, research and discussion in selected areas of Finance/Economics for advanced majors. Scope, depth, area of concentration and credit to be arranged upon entry into course. Offered by arrangement. Prerequisites: Permission and a minimum 3.0 GPA. Repeatable up to six credit hours.

GENERAL BUSINESS

Plaster Hall 309H • 417.625.3012

Faculty D. Smith – Head, all School of Business Faculty

The BSBA general business major course of study is intended to give the broadest possible background to the graduate and to prepare the graduate for managerial positions in the public and private sectors.

Students can obtain the BSBA in general business over the Internet.

Bachelor of Science in Business Administration with an Emphasis in General Business

Major Code GB00

Semester Hours

General Education Requirements (p. 45) 46-47* 43-44

Business Core (p. 149) 39

Required Courses 12

Choose 12 hrs. from at least 4 of the following 5 areas:

Accounting:

ACCT 0309 Accounting Information Systems

ACCT 385 Cost Accounting

Finance/Economics:

ECON 300 Money and Banking

ECON 411 Investments (spring)

ECON 450 Financial Strategy

International Business:

IB 400 International Marketing

IB 410 International Management

Management:

MM 352 Human Resource Management

MM 431 Operations Management

MM 441 Organizational Behavior

Marketing:

MM 401	Integrated Marketing Communications
MM 405	Internet Marketing
MM 432	Consumer Behavior

Advanced Business Electives (300 level or above) 12

Choose 12 hours from courses with the following prefixes:

ACCT, ECON, ENT, GB, IB, MM

Electives 17-18

Total 124

*Required course in economics (ECON 201) satisfies major requirement and 3 hours of General Education Requirements.

Minor in General Business**(Non-BSBA degree candidates)**

Minor Code GB80

	Semester Hours
ACCT 201	Principles of Financial Accounting 3
ACCT 202	Principles of Managerial Accounting 3
ECON 202	Principles of Economics-Micro 3
ECON 350	Financial Management 3
MM 237	Using Information Systems 3
MM 300	Principles of Marketing 3
MM 350	Fundamentals of Organizational Management (WI) 3
Total for Minor (General Business)	21

For additional information contact:

Dr. Dave Smith

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Email: smith-d@mssu.edu

Course Descriptions

GB 0100 (Demand) 2 hrs. cr.

Introduction to Personal Finance

Introduction to the concepts and tools necessary for effective management of personal financial health. Includes goal-setting, budgeting, obtaining and using credit, sound consumer purchasing strategy, insurance, investment decisions and retirement planning.

GB 0101 (F,S,Su) 3 hrs. cr.

Introduction to Personal Financial Planning

Introduction to the concepts and tools necessary for effective management of personal financial health. Includes goal-setting, investment decisions, obtaining and using credit, insurance and retirement planning. Also provides exposure to various business careers and to comparable decisions that business owners and managers make.

GB 0110 (Demand) 3 hrs. cr.

Computer Formatting

Covers all styles of business letters, reports, memos and tables. Some of the advanced Microsoft Word commands used are: headers and footers, find and replace, report styles, advanced table features, templates, labels, mail merge and sort. For business education majors only.

GB 0298 (Demand) 1-8 hrs. cr.

Topics in General Business

Special topics in General Business. Topics to be announced each time the course is offered.

GB 0301 (F,S) 3 hrs. cr.

Legal Environment of Business I

Common law principles and statutes, particularly the Uniform Commercial Code, as they relate to American business. Includes the court systems and procedures, a brief overview of criminal law and tort law, contracts, personal property and bailments, sales, commercial paper and secured transactions. Special emphasis on Missouri case-law and statutes. Lectures supported by actual case decisions and case digests.

GB 0302 (F) 3 hrs. cr.

Legal Environment of Business II

Common law principles and statutes, particularly the Uniform Commercial Code, as they relate to American business. Includes consumer protection, government control and regulation, insurance, bankruptcy, intellectual property, agency and employment, business organizations, real property and estates. Prerequisite: Junior standing.

GB 0312 (F) 3 hrs. cr.

Principles of Business Education

Fundamentals of business education including curriculum, trends, equipment, materials, professional organizations and career and technical education programs. For business education majors only. (To be taken the fall prior to student teaching.)

GB 0320 (F,S,Su) 3 hrs. cr.

Business Communication

(Writing Intensive)

Principles of writing effective business messages to communicate effectively in the business environment. Emphasis on contemporary issues and the employment process. Prerequisites: 6 hours English Composition or permission of instructor.

GB 0321 (F,S,Su) 3 hrs. cr.

Business Statistics I

Methods of collection, analysis, interpretation and presentation of data related to business. Topics include frequency distribution, measures of central tendency and dispersion, regression and correlation analysis, probability concepts, sampling distributions, estimation procedures and hypothesis testing. Computer statistical packages will be utilized in analysis and application of problems. Prerequisites: MATH 130, 131 or higher and MM 237.

GB 0322 (S) 3 hrs. cr.

Business Statistics II

Methods of statistical analysis relating to business decision making and research in business and economics. Emphasizes sampling theory, parametric tests of hypotheses, analysis of variance, multiple regression, non-parametric tests of hypotheses and other selected statistical techniques. Computer statistical packages (and spreadsheet packages) will be utilized in analysis of problems. Prerequisite: GB 321.

GB 0361 (Demand) 1 hr. cr.

Personal Development

Identifying interests, skills and abilities in relation to prospective jobs. Establishing short-term and long-term career goals. Developing job search skills. Demonstrating dining etiquette. Prerequisite: 6 hours English Composition or permission of instructor.

GB 0362 (Demand) 1 hr. cr.
Career Development

Increasing verbal and nonverbal job related communication and presentation skills. Acquiring networking abilities. Exploring business etiquette and dress in order to adjust to the corporate environment and the professional image. Improving time management skills. Prerequisite: 6 hours English Composition or permission of instructor.

GB 0363 (Demand) 1 hr. cr.
Interpersonal Development

Learning to work with others and exploring techniques of negotiation. Developing assertiveness and learning to resolve conflict. Developing leadership skills. Understanding how to serve customers/clients and developing sensitivity to other cultures. Prerequisite: 6 hours English Composition or permission of instructor.

GB 0405 (S) 3 hrs. cr.
Statistical Quality Control

Theory and methods used in statistical quality control. Emphasizes basic statistical analysis, variables control charts, attributes control charts, interpretation of control charts, estimation of process parameters, gage capability, acceptance sampling and service quality. Students will be encouraged to use spreadsheets to solve SPC problems. Prerequisite: GB 321 or consent of instructor.

GB 0412 (Su) 3 hrs. cr.
Implementing Business Education Programs

This course includes a study of teaching techniques and devices organization and development of curriculum, testing and measurements, funding, special populations, integrating academics, business/education partnerships and multicultural activities. Special emphasis is given to innovations, systems and developments in business and education. For business education majors only. (To be taken the summer prior to student teaching.)

GB 0491 (Demand) 1-6 hrs. cr.
Internship in General Business

An internship for senior General Business students with an opportunity to observe and participate in actual business operations within the community. All internships must conform to institutional policy regarding the number of hours of work, the number of credit hours and written agreements with the cooperating business or agency. Prerequisites: 65 hours, 3.0 GPA and department approval. Repeatable up to six credit hours.

GB 0498 (Demand) 1-3 hrs. cr.
Advanced Topics in General Business

Special topics in General Business. For upper-division students. Topics to be announced each time the course is offered. Prerequisite: Senior standing or permission. Seminar topics offered in the past include office machines, career orientation and human relations.

GB 0499 (Demand) 1-6 hrs. cr.
Independent Study in General Business

Individually directed readings, research and discussions in selected areas of general business for advanced majors. Scope, depth, area of concentration and credit to be arranged upon entry into course. Offered by arrangement. Prerequisites: Permission and 3.0 GPA. Repeatable up to six credit hours.

INTERNATIONAL BUSINESS

Plaster Hall 309L • 417.625.9703

Faculty Moos - Head, Bejan, Marion

The BSBA international business major course of study is designed to provide a quality comprehensive educational environment to students for the development of the critical, personal, professional and intellectual competencies necessary for success in the complex and dynamic global business world.

Bachelor of Science in Business Administration with an Emphasis in International Business

International Business Concentration

Major Code IB00

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Business Core (p. 149)	39
Required	6
IB 460 Global Supply Chain Management	3
Foreign Language	3
Choose one:	3
IB 491 Internship in International Business	
IB 498 International Business Field Study	
Choose three:	9
IB 400 International Marketing	
IB 410 International Management	
IB 420 International Accounting	
IB 430 International Corporate Finance	
Choose one:	3
IB 352 International Human Resource Management	
INTS 303 Contemporary World Civilizations	
INTS 304 Comparative Political Economy	
Electives	20-21
Total	124

*Required course in economics (ECON 201) satisfies major requirement and three hours of General Education Requirements.

CGBP Concentration

(Certified Global Business Professional)

Major Code IB01

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Business Core (p. 149)	39
Required:	15
IB 400 International Marketing	3
IB 410 International Management	3
IB 430 International Corp. Finance	3
IB 460 Global Supply Chain Management	3
Foreign Language	3
Choose one:	3
IB 491 Internship in International Business	
IB 498 International Business Field Study	
Choose one:	3
IB 352 International Human Resources	
IB 420 International Accounting	
INTS 303 Contemporary World Civilizations	

INTS 304	Comparative Political Economy	
Electives		20-21
Total		124

*Required course in economics (ECON 201) satisfies major requirement and three hours of General Education Requirements.

Minor in International Business (Non-BSBA degree candidates)

Minor Code IB80

	Semester Hours	
Prerequisites		9
ECON 180	American Economic System	3
MM 300	Principles of Marketing	3
MM 350	Fundamentals of Organizational Management (WI)	3
Required		9
IB 310	International Business	3
IB 400	International Marketing	3
IB 410	International Management	3
Choose one		3
IB 352	International Human Resource Management	
IB 420	International Accounting	
IB 430	International Corporate Finance	
IB 460	Global Supply Chain Management	
IB 491*	Internship in International Business	
IB 498	International Business Field Study	
IB 499*	Independent Study in International Business	
INTS 302	World Environmental Issues	
INTS 304	Comparative Political Economy	
Foreign Language		
Other International Courses*		
Total for Minor (International Business)		21

*With the approval of the course instructor and the Department Head.

Minor in International Business (BSBA degree candidates)

Minor Code IB81

	Semester Hours	
Required		9
IB 310	International Business	3
IB 460	Global Supply Chain Management	3
Foreign Language		3
Choose three		9
IB 400	International Marketing	
IB 410	International Management	
IB 420	International Accounting	
IB 430	International Corp. Finance	
Choose one		3
IB 352	International Human Resource Management	
INTS 303	Contemporary World Civilizations	
INTS 304	Comparative Political Economy	
IB 491*	Internship in International Business	
IB 498*	International Business Field Study	
Total for Minor (International Business)		21

*With the approval of the course instructor and the Department Head.

For additional information contact:

Dr. Chris Moos
Office: Plaster Hall 309L
Phone: 417.625.9703
Email: moos-c@mssu.edu

Course Descriptions

IB 0210 (Demand) 3 hrs. cr. Global Business Literacy

The course provides an introduction to international organizations and business. The course will focus on cultural differences; theories and interdependencies of international trade and economic development; and discuss the positions of proponents and opponents of International Trade development. Not for Business Majors or for those who have taken IB 310. Prerequisites: None.

IB 0310 (Demand) 3 hrs. cr. International Business

The course provides an introduction and overview of the international organizations and the effects of the foreign environment on international business. The course will focus on cultural differences; theories of international trade and economic development; international finance; marketing internationally and practical applications of starting and maintaining international business relationships. This course is the prerequisite for higher level International Business courses. Prerequisites: English 101 and 102.

IB 0352 (F) 3 hrs. cr. International Human Resource Management

The course addresses the concepts, principles and practices of organizations who have chosen to participate in international activities either as a profit-seeking business, a not-for-profit or a governmental agency and wishes to improve the effective management of people in a global environment. The course will address the unique international issues including, but not limited to, human resource planning, recruiting, selecting orienting, training, evaluating and compensating employees in a legal, ethical and socially responsible manner. Prerequisite: IB 310 or instructor permission.

IB 0400 (F) 3 hrs. cr. International Marketing

This course provides students with an understanding of the principles and practices of international marketing by studies of the international marketing environment, international marketing strategies, international marketing management and international marketing organization for international companies. Prerequisites: IB 310 and MM 300.

IB 0410 (S) 3 hrs. cr. International Management

This course will focus on the development of management skills related to international business. The students will study the international business environment, international business strategy, international organizational structure and international management. Management issues for small and large international companies will be examined in the areas of management of activities, building of capabilities, management across boundaries, coordination and control and human resource management. Prerequisites: IB 310 and MM 350.

IB 0420 (Su) 3 hrs. cr.
International Accounting

Examination of accounting operations within a multinational corporate environment. Primary emphasis is on international financial reporting and standard setting with regard to different needs within different countries, harmonization, international financial statement analysis and accounting standards and practices in selected countries. Prerequisites: IB 310 and ACCT 202. Cross listed as ACCT 0420.

IB 0430 (F) 3 hrs. cr.
International Corporate Finance

This course focuses on the environment in which the international financial manager operates. Students study the risks of doing business overseas and the tools available to minimize those risks. Foreign exchange risk, political risk, foreign investments and international financing, working capital management, accounting and control are examined within this context. Prerequisites: IB 310 and ECON 350.

IB 0460 (S) 3 hrs. cr.
Global Supply Chain Management

This course will focus on the development of logistics management skills related to global supply chains. The students will study the international business environment as it relates to transportation modes and methods, trade agreements and trade zones, legal and security transportation issues, international conventions and import and export regimes. Particular attention will be given to supply chain management as part of the firm's strategic positioning, cultural interactions and quality considerations as well as to the importance of third party logistics providers. Prerequisites: IB 310 and IB 400.

IB 0491 (Demand) 1-6 hrs. cr.
Internship in International Business

An internship for senior International Business students with an opportunity to observe and participate in actual business operations within the community. All internships must conform to institutional policy regarding the number of hours of work, the number of credit hours and written agreements with the cooperating business or agency. Prerequisites: 65 hours, 3.0 GPA and department head approval. Repeatable up to six credit hours.

IB 0498 (Demand) 1-3 hrs. cr.
Advanced Topics in International Business

Special topics in international business. For upper-division students. Topics to be announced each time the course is offered.

IB 0499 (Demand) 1-6 hrs. cr.
Independent Study in International Business

Individually directed readings, research and discussion in selected areas of International Business for advanced majors. Scope, depth, area of concentration and credit to be arranged upon entry into course. Offered by arrangement. Prerequisites: 65 hours, 3.0 GPA and department head approval. Repeatable up to six credit hours.

MANAGEMENT

Plaster Hall 309L • 417.625.9703

Faculty Moos - Head, Agee, Cragin, Dawson, Douglas, Marion, Myers, Philibert, Schmidt, Vernon, Yantis

Mission

The mission of the Department of Management at Missouri Southern State University is to provide students with a superior education. Faculty combine effective teaching with scholarship and professional service and strive to provide students with practical and theoretical business competencies. These competencies prepare students for leadership positions and service in a diverse, global and competitive economy. Consistent with the university's mission, the Department of Management embraces an integration of liberal and professional education to enable students to develop the ability to excel in the complex work environment of business. The curriculum combines extensive management study with a focus on development of student competencies in the areas of professional integrity, social responsibility oral and written communication, interpersonal relationships, technology management, research experience, international business affairs and critical thinking skills.

The BSBA management major course of study is designed to prepare the graduate for entry-level positions of responsibility in the for-profit, nonprofit and public sectors.

Bachelor of Science in Business Administration with an Emphasis in Management

Major Code MM00

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Business Core (p. 149)	39
Management Emphasis	18
MM 337 Management Information Systems	3
MM 352 Human Resource Management	3
MM 431 Operations Management	3
MM 441 Organizational Behavior	3
Select Two: (MM 354, MM 411, MM 412, GB 405, IB 410, ACCT 350)	6
Electives	23-24
Total	124

*Required course in economics (ECON 201) satisfies major requirement and three hours of General Education Requirements.

Bachelor of Science in Business Administration with an Emphasis in Human Resource Management

Major Code MM04

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Business Core (p. 149)	39
Human Resource Management Emphasis	21
MM 352 Human Resource Management	3
MM 411 Labor and Employment Law	3
MM 441 Organizational Behavior	3
MM 445 Compensation and Benefits	3
MM 447 Employee Training and Development	3

Select Two:	(MM 337, MM 354, MM 431, MM 450, MM 491, GB 302, IB 352, IB 410)	6
Electives		20-21
Total		124

*Required course in economics (ECON 201) satisfies major requirement and three hours of General Education Requirements.

Minor in Management (Non-BSBA degree candidates)

Minor Code MM82

	Semester Hours
Choose two	6
ACCT 201 Principles of Financial Accounting	
ECON 201 Principles of Economics-Macro	
ECON 202 Principles of Economics-Micro	
GB 320 Business Communication (WI)	
GB 321 Business Statistics I	
Required:	
MM 350 Fundamentals of Organizational Management (WI)	3
Choose four	12
MM 337 Management Information Systems	
MM 352 Human Resource Management	
MM 354 Quality Management	
MM 411 Labor and Employment Law	
MM 431 Operations Management	
MM 441 Organizational Behavior	
MM 450 Psychology of Human Resource Management	
IB 410 International Management	
Total for Minor (Management)	21

Minor in Human Resource Management (All degree candidates)

Minor Code MM81

	Semester Hours
Required	12
MM 0350 Fundamentals of Organizational Management (WI)	3
MM 0352 Human Resource Management	3
MM 0411 Labor & Employment Law	3
MM 0441 Organizational Behavior	3
Choose two	6
IB 0352 International Human Resources Management	
MM 0354 Quality Management	
MM 0445 Compensation and Benefits	
MM 0447 Employee Training and Development	
MM 0450 Psychology of Human Resource Management	
MM 0491 Internship in Marketing/Management	
Total for Minor (Human Resource Management)	18

Minor in Quality Management (All degree candidates)

Minor Code MM85

	Semester Hours
Required	12
ACCT 201 Principles of Financial Accounting	3
MM 350 Fundamentals of Organizational Management (WI)	3
MM 354 Quality Management	3

GB 405 Statistical Quality Control	3
Choose two	6
ACCT 350 Financial Statement Analysis	
GB 321 Business Statistics I	
GB 322 Business Statistics II	
MM 352 Human Resource Management	
MM 431 Operations Management	
ACCT 385 Cost Accounting	
Total for Minor (Quality Management)	18

Minor in International Human Resource Management (All degree candidates)

Minor Code MM91

	Semester Hours
Required	15
IB 310 International Business	3
IB 352 International Human Resource Management . . .	3
IB 410 International Management	3
MM 352 Human Resource Management	3
MM 441 Organizational Behavior	3
Choose two	6
IB 460 Global Supply Chain Management	
INTS 303 Contemporary World Civilizations	
MM 445 Compensation and Benefits	
MM 447 Employee Training and Development	
MM 450 Psychology of Human Resource Management	
Total for Minor (International Human Resource Management)	21

For additional information contact:

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MARKETING

Plaster Hall 309L • 417.625.9703

Faculty Moos - Head, Cragin, Dawson, Douglas, Dunlop, Myers, Schmidt, Yantis

Mission

The mission of the Department of Marketing at Missouri Southern State University is to provide students with a superior education. Faculty combine effective teaching with scholarship and professional service and strive to provide students with practical and theoretical business competencies. These competencies prepare students for leadership positions and service in a diverse, global and competitive economy. Consistent with the university's mission, the Department of Marketing embraces an integration of liberal and professional education to enable students to develop the ability to excel in the complex work environment of business. The curriculum combines extensive marketing study with a focus on development of student competencies in the areas of professional integrity, social responsibility oral and written communications, interpersonal relationships, technology management, research experience, international business affairs and critical thinking skills.

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The BSBA marketing major course of study is intended to prepare graduates for positions in personal selling, product and services marketing, promotions, consumer behavior, marketing and sales analysis, retailing and supply chain logistics.

Bachelor of Science in Business Administration with an Emphasis in Marketing

Major Code MM03

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Business Core (p. 149)	39
Marketing Emphasis	9
MM 412 Marketing Strategy	3
MM 432 Consumer Behavior	3
MM 470 Marketing Research	3
Choose three [optional classes]	9
MM 312 Retailing	
MM 321 Professional Sales & Sales Mgmt	
MM 340 Principles of Transportation	
MM 345 Business Logistics	
MM 360 Supply Chain Management	
MM 401 Integrated Marketing Communications	
MM 405 Internet Marketing	
MM 436 Services Marketing	
IB 400 International Marketing	
IB 460 Global Supply Chain Management	
Electives	23-24
Total	124

*Required course in economics satisfies major requirement and three hours of General Education Requirements.

Minor in Marketing (Non-BSBA degree candidates)

Minor Code MM83

	Semester Hours
Required	6
MM 300 Principles of Marketing	
MM 432 Consumer Behavior	
Choose one:	3
ACCT 201 Principles of Financial Accounting	
ECON 180 American Economic System	
GB 320 Business Communication (WI)	
GB 321 Business Statistics I	
MM 350 Fundamentals of Organizational Management (WI)	
Choose four	12
MM 312 Retailing	
MM 321 Professional Sales & Sales Mgmt	
MM 340 Principles of Transportation	
MM 345 Business Logistics	
MM 401 Integrated Marketing Communications	
MM 405 Internet Marketing	
MM 412 Marketing Strategy	
MM 436 Service Marketing	
MM 470 Marketing Research	
IB 400 International Marketing	
Total for Minor (Marketing)	21

Minor in E-Business (BSBA degree candidates)

Minor Code MM80

	Semester Hours
Required	9
CIS 315 Computer Networks I	3
MM 405 Internet Marketing	3
MM 498 Advanced Topics in Marketing/Management	3
Choose three:	9
MM 337 Management Information Systems	
MM 340 Principles of Transportation	
MM 345 Business Logistics	
MM 401 Integrated Marketing Communications	
MM 470 Marketing Research	
ACCT 309 Accounting Information Systems	
Total for Minor (E-Business)	18

*Other courses may be substituted with permission of adviser.

Minor in Multimedia (All degree candidates)

Minor Code MM84

	Semester Hours
Required	12
MM 405 Internet Marketing	3
CIS 110 Programming I	3
ART 101 Two Dimensional Design	3
COMM 101 Introduction to Human Communication	3
Choose two*	6
MM 337 Management Information Systems	
MM 401 Integrated Marketing Communications	
MM 432 Consumer Behavior	
Total for Minor (Multimedia)	18

*Other courses may be substituted with permission of adviser.

Minor in Transportation-Logistics (All degree candidates)

Minor Code MM87

	Semester Hours
Required:	
GB 321 Business Statistics I	3
MM 300 Principles of Marketing	3
MM 340 Principles of Transportation	3
MM 345 Business Logistics	3
MM 360 Supply Chain Management	3
Advanced Business Electives	6
Total for Minor in Transportation-Logistics	21

**Minor in Arts, Entertainment and
Tourism Marketing
(All degree candidates)
Minor Code MM90**

	Semester Hours
Required:	
ECON 201 Principles of Economics-Macro	3
GB 321 Business Statistics I	3
MM 300 Principles of Marketing	3
MM 436 Services Marketing	3
MM 432 Consumer Behavior	3
MM 470 Marketing Research	3
MM 498 Advanced Topics in Arts, Entertainment and Tourism Marketing*	3
Total for Minor in Arts, Entertainment and Tourism Marketing	21

*Selected in consultation with and permission from the minor adviser.

For additional information contact:

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Course Descriptions

MM 0237 (F,S) 3 hrs. cr.
Using Information Systems

Principles of information systems in the business environment. This course provides a basic understanding of data manipulation, evaluation and summarization to be used in the decision-making process. Includes file management skills, Internet skills and the use of Microsoft Office 2010 programs. Prerequisite: Basic knowledge of windows operating system or CIS 105 Introduction to Microcomputer Use.

MM 0300 (F,S,Su) 3 hrs. cr.
Principles of Marketing

Survey of major marketing methods, institutions and practices. Retailing, wholesaling, distribution channels, marketing legislation, advertising, marketing research and marketing cost are treated from the standpoint of consumers, middlemen and manufacturers. Prerequisite: Junior standing.

MM 0312 (F,Su-Odd) 3 hrs. cr.
Retailing

Principles of successful retail management, including managing retail operations, administration and control, location analysis, merchandising, promotion and review of the retail environment with analytic and research methods applicable to retail problems. Prerequisite: MM 300.

MM 0321 (F,S) 3 hrs. cr.
Professional Sales and Sales Management

Covers the principles, methods and techniques of effective professional strategic and consultative selling, as well as the management of a professional sales staff. Prerequisite: MM 300.

MM 0337 (F,S) 3 hrs. cr.
Management Information Systems

The course is designed to examine the use of information systems to support the management and business activities of an organization. The topics include: the fundamentals of hardware and software, database management, data communications, transaction processing information systems, decision support systems, information reporting systems, office automation, networks, tapping the Internet, expert systems, problem analysis, system analysis and design, and current and future management information system trends.

MM 0340 (S) 3 hrs. cr.
Principles of Transportation

Principles of Transportation examines forms of transportation and institutional factors that influence transportation decisions; regulation, public policy and other governmental variables are reviewed in detail. An introduction to physical distribution's interaction with transportation is explored. Prerequisite: MM 300.

MM 0345 (F,S) 3 hrs. cr.
Business Logistics

A survey of the management of logistic functions in the firm, including physical supply and distribution activities such as transportation, storage facilities, inventory control, materials handling, warehousing, financing and organization. Prerequisite: MM 300.

MM 0350 (F,S,Su) 3 hrs. cr.
Fundamentals of Organizational Management
(Writing Intensive)

A study of the fundamentals and functions of organizational management including planning, decision making, organization, leading, and controlling from individual and group behavior perspectives. Prerequisites: Junior standing and ENG 101/102 or equivalent. Cross-listed as HS 350.

MM 0352 (F,S,Demand) 3 hrs. cr.
Human Resource Management

Principles and practices of management with emphasis on the human factors, including procurement, development and maintenance of an effective work force. Prerequisite: MM 350 or consent of instructor.

MM 0354 (F,S,Su) 3 hrs. cr.
Quality Management

Quality Management (QM) is an overview of an evolving philosophy for continuous improvement of products, processes and services to enhance quality while reducing costs. It is a management/technical/cultural approach to the integration of all systems and processes of an enterprise to achieve "customer" satisfaction. Prerequisites: MM 350, GB 321 or consent of instructor.

MM 0360 (F) 3 hrs. cr.
Supply Chain Management

This course presents a survey of basic supply chain management among focal organizations and their tiered business partners. Emphasis on collaboration and planning related to major functional areas required to organize the flow of products from inception through delivery to satisfy final customer needs. Information and communication technology as an enabler of supply chain management strategies is also discussed. An appreciation of how the local supply chain functions as part of a global system is explored. Prerequisite: MM 300.

MM 0401 (S,Su-Even) 3 hrs. cr.
Integrated Marketing Communications

This course examines the planning, development and execution of integrated marketing communications programs with a focus on the promotional aspects of the marketing mix. Both traditional and online applications of marketing strategies are studied as they pertain to achieving an organization's goals and objectives. The analysis of advertising media, the preparation of advertising programs and the formulation of campaigns are included in the course. Prerequisite: MM300.

MM 0405 (F,S,Su) 3 hrs. cr.
Internet Marketing

Addresses the new technological environment that marketers are facing by introducing strategic considerations related to technology and technology implementation. Explores the basics of marketing exchange utilizing the information highway, multimedia techniques, database marketing, and interactive telecommunications; also gives students hands-on experience with relevant software. Prerequisites: MM 300 and MM 237 (or equivalent).

MM 0411 (F,S) 3 hrs. cr.
Employment Law

A primary emphasis on Fair Employment practices, Title VII of the Civil Rights Act and other major employer/employee legal relationships including, but not limited to, affirmative action, race, gender, age, disability and affinity orientation discrimination. Additional topics include Fair Labor Standards Act, Immigration Reform and Control Act, worker's compensation and privacy issues. A secondary emphasis on the Labor-Management Relations Act, as amended, the bargaining unit and unfair labor practices. Prerequisite: Junior standing. Formerly GB 411.

MM 0412 (F,S,Su-Demand) 3 hrs. cr.
Marketing Strategy

Strategic aspects of marketing: problems involved in environmental scanning, goal setting, planning and strategies as they apply to product and service policy, financial objectives, promotional objectives, distribution policy and marketing intelligence. Prerequisites: Senior standing, MM 432, MM 470, MM 350, and ECON 350.

MM 0431 (F,S,Su) 3 hrs. cr.
Operations Management

Principles and decision analysis related to the effective utilization of the factors of production and operations in manufacturing activities for both intermittent and continuous systems. The study of operations management, analytical models and methods, facilities design and the use of computer modeling for control systems for effective production operations. Prerequisite: GB 321.

MM 0432 (F,S,Su-Demand) 3 hrs. cr.
Consumer Behavior

An interdisciplinary approach to the analysis and interpretation of consumer buying habits and motives and the resulting purchase of goods and services. The purchaser's psychological, economic and socio-cultural actions and reactions are stressed. Prerequisite: MM 300.

MM 0436 (S) 3 hrs. cr.
Services Marketing

The course focuses on the knowledge needed to implement quality service and service strategies for competitive advantage within the service sector. Service quality and recovery, the linking of measurement to performance, service mapping and cross functional treatment of issues are covered in this course. Prerequisite: MM300.

MM 0441 (Demand) 3 hrs. cr.
Organizational Behavior

The purpose of this course is to introduce the student to the study of individual and group behavior within an organization. Current and emerging theoretical and practical knowledge for understanding topics such as motivation, leadership, managerial decision making, group processes and conflict resolution. Prerequisite: MM 350.

MM 0445 (Demand) 3 hrs. cr.
Compensation and Benefits Management

This course studies principles and practices of compensation and benefit management with an emphasis on strategic analysis, as well as current human resource theory and practices. The course examines the field of compensation and benefits by addressing both intrinsic and extrinsic issues, as well as the basis for compensation, compensation systems, benefits, executive compensation, and the international implications of the global economy. Prerequisites: MM 350 and GB321 or consent of the instructor.

MM 0447 (Demand) 3 hrs. cr.
Employee Training and Development

An examination of current practices and research in the area of employee training and development to include needs analysis, instructional design and the evaluation of training in organizations. Additional course topics include the strategic role of training, learning management, knowledge management, as well as employee and career development. Prerequisite: MM 350.

MM 0450 (S) 3 hrs. cr.
The Psychology of Human Resource Management

Traditional areas of human resource management/organizational psychology are addressed, including group interaction, communication, retention, interviewing, diversity, conflict management and legal issues. An interdisciplinary approach will be taken. The contents will be presented using both theory and experimental methods.

MM 0452 (F,S,Su) 3 hrs. cr.
Strategic Management *(Writing Intensive)*

A capstone course integrating business disciplines with formal analyses of the organization's macro and industry environment; mission and goals; and strategy formulation, implementation and control using computer simulation and/or the case method approach. Prerequisites: Senior standing, MM 300, MM 350 and ECON 350; should be taken during the last semester of university work.

MM 0470 (F,S) 3 hrs. cr.
Marketing Research

The systematic gathering, recording, analyzing and presentation of data relating to market analysis, sales analysis, consumer research, advertising research and attitude research. Prerequisites: GB 321 and six hours of marketing.

MM 0491 (Demand) 1-6 hrs. cr.
Internship in Marketing/Management

An internship for senior marketing/management students with an opportunity to observe and participate in actual business operations within the community. All internships must conform to institutional policy regarding the number of hours of work, the number of credit hours and written agreements with the cooperating business or agency. Prerequisites: 65 hours, 3.0 GPA and department approval. Repeatable up to six credit hours.

MM 0498 (Demand) 1-3 hrs. cr.

Advanced Topics in Marketing/Management

For upper-division students. Topics to be announced each time the course is offered. Prerequisite: Senior standing or permission.

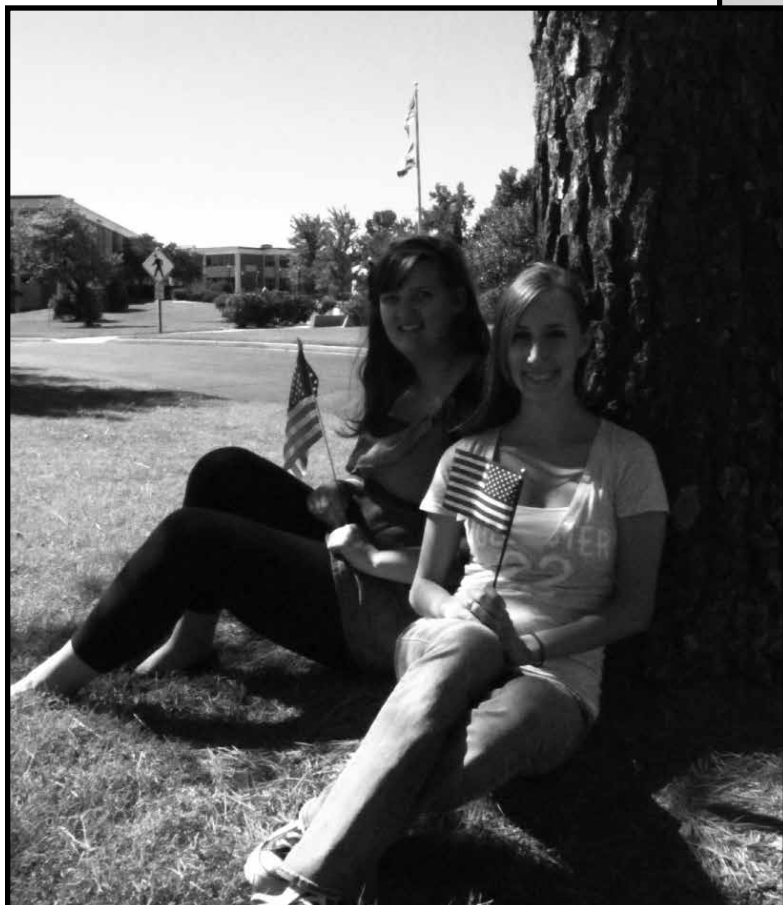
MM 0499 (Demand) 1-6 hrs. cr.

Independent Study in Marketing/Management

Individually directed readings, research and discussion in selected areas of Marketing/Management for advanced majors. Scope, depth, area of concentration and credit to be arranged upon entry into course. Offered by arrangement. Prerequisites: Permission and a minimum 3.0 GPA. Repeatable up to six credit hours.



MSSU Campus



Communication Student



Theatre production, Exit the King



Student has opportunity to Study Abroad in China.

School of Education

Kinesiology

Psychology

Teacher Education

Child Development Center

School Dean

Taylor Hall 128A, 417.625.9314

Degrees and Majors

- **Bachelor of Art**
Psychology
- **Bachelor of Science**
Health Promotion & Wellness
Psychology
- **Bachelor of Science in Education**
Elementary Education
K-12 Education
Middle School Education
Secondary Education

Mission

The mission of the Missouri Southern School of Education is to create an inclusive and equitable learning environment that promotes intellectual and personal growth through scholarship, research and practical application.

Objectives

The objectives of the School of Education are:

1. to ensure the transmission of knowledge regarding the social, historical and philosophical foundations of each discipline;
2. to foster an awareness of the cultural diversity that exists in society and to provide knowledge relative to the contributions made by various cultures in each discipline;
3. to integrate and apply technology relevant to research and professional productivity;
4. to develop critical thinking, communication and professional collaboration skills;
5. to instill an awareness and understanding of the personal and professional impact of participation in professional organizations and a commitment to life-long learning;
6. to develop professional attitudes and ethical standards;
7. to support opportunities for faculty and staff to remain current and to conduct research in their respective disciplines;
8. to provide instructional facilities and equipment essential to the delivery of effective instruction;
9. to encourage faculty to provide consultation services and to otherwise serve as resources for the area and,
10. to maintain the viability of the School of Education's programs through systematic and continuous assessment, evaluation and modification.

KINESIOLOGY*Robert E. Young Gymnasium 212 • 417.625.9316*

Faculty Lipira - Head, Beeler, Bruggeman, Conklin, Darnell, Gray, Hobbs, Hubbard, Mitts, Ressel, Rutledge, Vavra, Wright

Mission

The Department of Kinesiology supports the Missouri Southern State University mission to offer a liberal arts baccalaureate program that fosters the total education of each student. The department emphasizes quality teaching and academic advising, while promoting dedicated community and university service. The curriculum prepares future professionals to be successful at promoting healthy, active lifestyles in a global society.

The Kinesiology Department offers two degrees: the Bachelor of Science in Education degree (BSE) with a major in Physical Education K-12 and the Bachelor of Science (BS) degree with a major in Health Promotion and Wellness.

Candidates in the Department of Kinesiology are strongly encouraged to become involved with professional clubs and organizations at the departmental, state and national levels. The Department's programs of study reflect guidelines from the National Council for Accreditation of Teacher Education (NCATE), the American Alliance for Health, Physical Education, Recreation and Dance (AAHPERD), the National Association for Sport and Physical Education (NASPE), Missouri Department of Elementary and Secondary Education (DESE), the American College of Sports Medicine (ACSM), the American Red Cross and requirements from the School of Education at Missouri Southern State University. Students studying in the Department of Kinesiology must earn a grade of 'C' or better in all required courses with a KINE, EDUC or PSY prefix.

Physical Education

Students who desire certification as a teacher of physical education will become qualified at both the elementary and secondary level (K-12). Physical Education K-12 majors should refer to page 185 where the requirements for Missouri Southern's teacher education program are listed.

Health Promotion and Wellness

Graduates in this major will be prepared to promote life-style strategies to prevent illness and improve quality of life. Students seeking the health promotion and wellness degree must choose a clinical or non-clinical track and will actively participate in an internship experience in their final semester. Upon completion of the program, graduates may seek professional opportunities in a wide variety of areas including, but not limited to:

Fitness/wellness center	Personal training
Community health/wellness	Physical therapy
Corporate Wellness Occupational Therapy	
Group exercise/fitness	Athletic Training
Public health	Exercise physiology
Nursing home activities	Cardiac rehabilitation
Youth/sport camps	Fitness/medical sales

Note: Several career options require additional schooling and/or certifications.

Students who wish to pursue the degree in health promotion and wellness must have a cumulative GPA of 2.5 for all university course work prior to admission into KINE 495, Internship in Wellness.

Additional Interest Areas

Health

The Missouri Department of Elementary and Secondary Education (DESE) identifies Health as a certification area. To teach health in the State of Missouri, one must be certified. Courses required for such certification are offered at Missouri Southern. An alternative path to health certification is passing the Praxis Exam for Health Education (#0550).

Coaching

In the state of Missouri, head and assistant coaches in all sports must be certified teachers or administrators and be contracted by the Board of Education for the full school year as a full- or part-time teacher or administrator. The school board may also hire, as an assistant coach only, an individual who possesses a valid substitute or temporary authorization certificate, provided the school gives evidence that the position is required to maintain existence of the program and/or an adequate safety level, the coach completes an in-service training program and a copy of the current teaching certificate is on file at the school. For the coaching requirements of another state, students will need to contact the state's governing agency. For students with an interest in coaching, we offer a number of related courses. These courses are not required and are considered electives.

Athletic Training

To become a certified athletic trainer, one must pass the National Athletic Training Examination. Only persons with a degree in Athletic Training are eligible to take the exam. Missouri Southern does not offer a degree in Athletic Training; however, for students who desire to pursue athletic training at the graduate school level, we do offer a number of related courses.

Bachelor of Science in Education

With a Major in Physical Education K-12

Major Code ES06

	Semester Hours
General Education Requirements (p. 45) 46-47*	45
Kinesiology Requirements	48
BIO 201 Human Anatomy	4
KINE 113 Wellness for the Health Professional	
OR	
KINE 103 Lifetime Wellness	2
KINE 114 Fitness Programming and Assessment	2
KINE 135 History and Philosophy of Physical Education	2
KINE 220 First Aid and Sport Safety	2
KINE 251 Lifetime Activities I	3
KINE 252 Lifetime Activities II	3
KINE 255 Dance and Recreational Pursuits	2
KINE 310 Theory & Technique of Elementary Physical Education I	3
KINE 312 Theory & Technique of Elementary Physical Education II	3
KINE 321 Theory & Technique of Secondary Physical Education	3
KINE 332 Theory & Technique of Movement & Rhythms	2
KINE 340 Motor Learning in Physical Education	2
KINE 342 Biomechanical Analysis	3
KINE 345 Tests and Measurements in Physical Education	2
KINE 355 Sports Academy Practicum	1
KINE 365 Psychological Aspects of Physical Education	2
KINE 366 Social Aspects of Physical Education	2
KINE 375 Adapted Physical Education (WI)	2
KINE 431 Physiology of Exercise	2
KINE 438 Applications in Physical Education	1

Professional Certification Requirements (p. 179)	36
EDUC 280 Foundations of Education in a Global Society	3**
EDUC 301 Technology in Education	3
EDUC 302 The Exceptional Child	2
EDUC 321 Microteaching	2
EDUC 329 Pedagogical Theory, Methods and Practices	4
EDUC 422 Content Area Literacy: Secondary	2
EDUC 423 Classroom Management	2
EDUC 432 Critical Issues in Education	2
EDUC 464 Student Teaching-EL-SEC (PK-12)	10
PSY 205 Child/Adolescent Development	4
PSY 310 Educational Psychology	2
Total	129

*Required courses in kinesiology satisfy 2 hours of General Education (Area G)

**Fulfills General Education International Studies requirement (Area I)

Bachelor of Science in Health Promotion and Wellness

Major Code K100

	Semester Hours
General Education Requirements (p. 45) 46-47*	42
Kinesiology Requirements	41
KINE 113 Wellness for the Health Professional (2)	
OR	
KINE 103 Lifetime Wellness	2
KINE 114 Fitness Programming & Assessment	2
KINE 220 First Aid & Sport Safety	2
KINE 292 Fitness and Weight Training	2
KINE 295 Orientation to Health Promotion/Wellness	1
KINE 305 Aging and Health	2
KINE 340 Motor Learning	2
KINE 342 Biomechanical Analysis	3
KINE 345 Tests and Measurements in Physical Education	2
KINE 351 Exercise Interventions	3
KINE 352 Administration in Health Promotion	3
KINE 375 Adapted Physical Education (WI)	2
KINE 385 Nutrition for Human Development	3
KINE 395 Practicum in Wellness	2
KINE 431 Physiology of Exercise	2
KINE 432 Physiology of Exercise, Laboratory	2
KINE 495 Internship in Wellness	6
Supporting Requirements	18
MATH 140 Algebra and Trigonometry	5
BIO 201 Human Anatomy	4
CIS 105 Introduction to Microcomputer Use	3
PSY 221 Psych of Personal Adjustment	3
GB 320 Business Communication (WI)	3
Supporting Electives	23
MM 300 Principles of Marketing	3
MM 350 Fundamentals of Organizational Management (WI)	3
MM 352 Human Resource Management	3
MM 441 Organizational Behavior	3
PSY 282 Applied Behaviorism	3
PSY 320 Applied Statistics**	3
BIO 301 Human Physiology**	4
CHEM 151 General Chemistry I**	5
CHEM 152 General Chemistry II**	5
PHYS 152 College Physics II**	
OR	
Other approved electives	4

Total 124

*Required courses in Kinesiology satisfy 2 hours of the general education. MATH 140, Algebra and Trigonometry, satisfies the 3 hour general education math requirement (Area C)

**Suggested courses for students pursuing the clinical track.

For additional information contact:

Dr. Pat Lipira, Department Head

Office: Young Gymnasium 214

Phone: 417.625.9573

Email: lipira-p@mssu.edu

Course Descriptions

KINE 0101 (F,S,Su) 1 hr. cr.
Introduction to Physical Activity

Designed to assist students in developing proficiency in a physical activity to increase the likelihood of lifetime participation. Non-repeated activities may be taken a maximum of three times for credit.

KINE 0103 (F,S,Su) 2 hrs. cr.
Lifetime Wellness

Designed to provide students with the knowledge and self-management skills that will assist them in adopting healthy lifestyles. The course will encompass all areas of wellness: physical, emotional, spiritual, social and intellectual.

KINE 0113 (F,S) 2 hrs. cr.
Wellness for the Health Professional

Contemporary information about the beneficial effects of a healthy lifestyle and how to implement and live such a lifestyle. Required and limited to students studying in the Department of Kinesiology.

KINE 0114 (F,S) 2 hrs. cr.
Fitness Programming and Assessment

Designed to teach introductory theory and technique in exercise testing and programming, based on the American College of Sports Medicine guidelines and certification requirements. Students will participate in and conduct tests of cardio respiratory fitness, muscular strength and endurance, joint flexibility and body composition. Prerequisite: KINE 113 or KINE 103.

KINE 0135 (S) 2 hrs. cr.
History and Philosophy of Physical Education

Changing role of physical education from past to present as evidenced through the influence of the various philosophies. Prerequisite: KINE 113 or concurrently.

KINE 0150 (Demand) 3 hrs. cr.
Rules and Officiating of Team Sports

Knowledge and skills for officiating basketball, volleyball, softball, baseball and football; officiating laboratory required in some areas.

KINE 0160 (Demand) 2 hrs. cr.
Personal and Community Health

Study of the major risk factors determining health status, with special consideration given to principles and practices of good health for individual and community concerns, including personal and community assessments, body

mechanics, nutrition, legal and illegal substances, responsible sexual behavior, mental health and the cause and prevention of disease.

KINE 0170 (Demand) 2 hrs. cr.
Drug Education

Examine the dimensions and problems of drug use and abuse in our society. Basic information on drug classifications, as well as specific content areas dealing with pharmacology, legislation, drug testing, drug education and prevention efforts will be covered. Key societal influences will be addressed including drugs in the workplace, in sports, in medicine and throughout our culture.

KINE 0220 (F,S,Su) 2 hrs. cr.
First Aid and Sport Safety

Designed to offer students the knowledge and skills necessary to sustain life, in an emergency situation, by minimizing the consequences of injury and sudden illness until medical help arrives. Strategies for providing a safe environment for athletes and injury prevention will also be presented. Students receive certification through the American Red Cross in First Aid and CPR. Fee required.

KINE 0251 (F) 3 hrs. cr.
Lifetime Activities I

Study of the skills and instructional strategies of selected lifetime activities commonly found in the school physical education curriculum. Enrollment restricted to Physical Education majors. Prerequisite: KINE 113.

KINE 0252 (S) 3 hrs. cr.
Lifetime Activities II

Study of the skills and instructional strategies of selected lifetime activities commonly found in the school physical education curriculum. Enrollment restricted to Physical Education majors. Prerequisite: KINE 113.

KINE 0255 (F,S) 2 hrs. cr.
Dance & Recreational Pursuits

Students will develop and refine the content knowledge and pedagogical skills needed for instructing dance, rhythms and lifelong leisure activities. Prerequisite: KINE 113.

KINE 0260 (Demand) 2 hrs. cr.
Theory of Basketball

Organization and management of a school basketball program. Offensive and defensive systems, rules, strategies, drills and fundamentals are studied.

KINE 0261 (Demand) 2 hrs. cr.
Theory of Football

Organization and management of a school football program. Offensive and defensive systems, rules, strategies, drills and fundamentals are studied.

KINE 0262 (Demand) 2 hrs. cr.
Theory of Track and Field

Organization and administration of meets, coaching, physical conditioning and training for each event in track and field programs.

KINE 0263 (Demand) 2 hrs. cr.
Theory of Volleyball

Organization and management of volleyball competition. Offensive and defensive systems, rules, strategies, drills and fundamentals are studied.

KINE 0264 (Demand) 2 hrs. cr.**Theory of Baseball & Softball**

Organization and management of a school baseball/softball program including individual techniques, team play and challenges in coaching.

KINE 0265 (Demand) 2 hrs. cr.**Theory of Soccer**

Organization and management of soccer competition. Systems of offense and defense, rules, strategy and fundamentals of soccer are studied.

KINE 0292 (F,S) 2 hrs. cr.**Theory and Technique of Strength Training**

Designed to assist health promotion professionals with designing and implementing strength training programs and with weight room management. Required and limited to students studying in the Department of Kinesiology. Prerequisite: KINE 113.

KINE 0295 (F,S) 1 hr. cr.**Orientation to Health Promotion and Wellness**

An orientation to health promotion and wellness. A 15 clock-hour field based component is a part of this class. Students will receive initial exposure to community and hospital health promotion and wellness programs as well as Southern's Wellness Program. Limited to Kinesiology majors. Prerequisite: KINE 113.

KINE 0305 (S) 2 hrs. cr.**Aging and Health**

Designed to explore the physiological process of aging and the role of interventions. Students will conduct assessments and participate in activities appropriate for the aging population. Prerequisite: KINE 103 or KINE 113.

KINE 0310 (F) 3 hrs. cr.**Theory and Technique of Elementary Physical Education I**

Designed to provide pedagogical knowledge and application necessary for instruction of physical education with the elementary school child. Emphasis on motor skill instruction and analysis, curricular design, lesson planning and class management. Enrollment restricted to Physical Education majors. Prerequisite: KINE 251 or KINE 252.

KINE 0311 (F,S) 2 hrs. cr.**Physical Education for the Elementary School**

Provides elementary education candidates with the skill, content and pedagogical knowledge necessary to design and implement an interdisciplinary physical education program. Emphasis is on development of the total child through physical activity. Prerequisite: EDUC 329 or concurrent enrollment in EDUC 329.

KINE 0312 (S) 3 hrs. cr.**Theory and Technique of Elementary Physical Education II**

Designed to provide pedagogical knowledge and practical experience for instruction in the elementary school physical education setting. Emphasis on physical fitness assessment, unit planning and lifetime activity and sport instruction. Includes an 18-hour field experience. Prerequisite: KINE 310.

KINE 0321 (S) 3 hrs. cr.**Theory and Technique of Secondary Physical Education**

Offers pedagogical considerations necessary to develop teaching methodologies relative to lesson plan construction, class organization and evaluation

of students. Teaching sessions will provide the opportunity to experience a variety of teaching methods and organizational styles. Enrollment restricted to Physical Education majors. Prerequisite: KINE 251 or KINE 252.

KINE 0325 (F,S) 2 hrs. cr.**Practicum in Sports Medicine**

This course is designed to provide the student the opportunity to observe and participate in athletic training procedures performed on athletes in the MSSU athletic training facility. (80 hours). Can be repeated once for additional credit. Prerequisites: KINE 220 and permission of instructor.

KINE 0332 (F,S) 2 hrs. cr.**Theory and Technique of Movement and Rhythms**

Designed to develop content knowledge and pedagogical skill in the area of dance and rhythmic activities developmentally appropriate for the PK-6 elementary physical education curriculum. Emphasis on movement concepts through activities involving creative dance, singing games, dances of American origin, international folk dances and a variety of rhythmic activities. Prerequisite: KINE 251 or 252

KINE 0340 (F,S,Su) 2 hrs. cr.**Motor Learning in Physical Education**

Designed to provide students with the background necessary for identification of physical, mental, social and emotional development and the effects on behavior movement. Prerequisite: 30 hours.

KINE 0342 (F,S) 3 hrs. cr.**Biomechanical Analysis of Movement**

A biomechanical approach to the study of forces on the human body with an emphasis on performance improvement, injury prevention and rehabilitation in sport and exercise. Prerequisite: BIO 201.

KINE 0345 (F,S) 2 hrs. cr.**Tests and Measurements in Physical Education**

Designed to introduce students to the techniques of measuring and evaluating performance. Includes preparation and administration of skill, fitness and written tests along with statistical procedures for data analysis. Prerequisite: KINE 114 and MATH 125 or higher.

KINE 0351 (F,S) 3 hrs. cr.**Exercise Interventions**

An introduction to the skills and instructional strategies of selected traditional as well as contemporary group exercise programs. Enrollment restricted to Health Promotion and Wellness majors. Prerequisite: KINE 113 and KINE 114.

KINE 0352 (F,S) 3 hrs. cr.**Administration in Health Promotion**

Provides students with the skills and knowledge necessary to design organize and implement appropriate health promotion programs. Required and limited to students seeking a degree in Health Promotion and Wellness. Prerequisites: KINE 113 and KINE 295.

KINE 0355 (Su) 1 hr. cr.**Lifetime Sports Academy Practicum**

A one-week practicum designed to provide students with practical teaching experience of children in lifetime sports and recreational activities. The Lifetime Sports Academy is held annually on the campus of Missouri Southern State University during the second week of June and is open to all elementary-aged children. Required of Physical Education majors. Can be repeated once for additional credit.

KINE 0365 (F) 2 hrs. cr.
Psychological Aspects of Physical Education

Behavior exhibited in the learning of skills and physical performance related to psychological concepts connected with the demands of physical activities. Particular attention given to self-efficacy, motivation and participation and their effect on physical performance and personal wellness.

KINE 0366 (S) 2 hrs. cr.
Social Aspects of Physical Education

Knowledge of the sociological aspects of physical activity relevant to physical education in schools. Particular attention given to the role of physical activity in social, ethical and moral development of citizens.

KINE 0370 (F,S) 3 hrs. cr.
School Health Education (Writing Intensive)

This course provides the background information and skills teachers need to implement comprehensive school health education at the grade levels in which they are certified. Prerequisite: EDUC 329 or concurrent enrollment in EDUC 329.

KINE 0375 (F,S) 2 hrs. cr.
Adapted Physical Education (Writing Intensive)

Provides information and strategies to assist professionals in designing and implementing appropriate physical activity programs for individuals with disabilities.

KINE 0385 (F,S,Su) 3 hrs. cr.
Nutrition for Human Development

Students will examine nutrition associated with human development and performance. Emphasis on the physiological and biochemical basis of nutrient absorption and utilization. Particular attention will be given to evaluating and developing strategies for optimal nutrition at various life stages. Prerequisite: any biology or chemistry course.

KINE 0395 (F,S) 2 hrs. cr.
Practicum in Wellness

Students will gain experience in planning, implementing and evaluating various aspects of health promotion programs. Knowledge of wellness programs will be enhanced by the development and refinement of skills appropriate to the discipline. Out of class opportunities will include working with the Missouri Southern Wellness Program and/or the community. Prerequisite: KINE 295.

KINE 0431 (F,S) 2 hrs. cr.
Physiology of Exercise

Study of the effects of acute and chronic exercise on the systems of the body. Emphasis on metabolism, nutrition and human performance. Prerequisite: BIO 201.

KINE 0432 (F,S) 2 hrs. cr.
Physiology of Exercise Laboratory

Lab activities with emphasis on instrumentation and techniques used in the assessment of the physiological response to exercise. Required course for Health Promotion and Wellness majors. Prerequisite: BIO 201.

KINE 0438 (F,S) 1 hr. cr.
Applications in Physical Education

This course is designed to prepare physical education candidates for the teaching profession. Emphasis will be on developing the electronic portfolio, preparing a yearly curriculum and addressing issues within the profession. Restricted to Physical Education majors. Prerequisites: Completion of all

course work in Health Promotion and Wellness degree, application for experience at least one semester in advance and consent of department.

KINE 0495 (F,S,Su) 6 hrs. cr.
Internship in Wellness

Extensive, off-campus internship providing opportunity for students to be an integral component of a wellness or health promotion facility. Students and on-site supervisor will develop a contractual agreement that provides specific learning experiences for the internship. Prerequisites: Health Promotion and Wellness major, application for experience at least one semester in advance and consent of department.

KINE 0498 (F,S) 1-3 hrs. cr.
Seminar in Health or Physical Education

A thorough study of an advanced problem in health or physical education for selected students. Prerequisites: senior standing and permission of department head.

KINE 0499 (F,S) 1-3 hrs. cr.
Independent Study

Research of a problem or field of study relating to kinesiology. Material, content, credit and schedule to be arranged by the department head. Prerequisites: senior standing, 3.0 GPA in major and permission of department head.

PSYCHOLOGY

Health Sciences 234 • 417.625.9315

Faculty McDermid – Head, Adamopoulos, A. Cole, C. Cole, Hackett, Huffman, Kostas, Tucker

Mission

The Psychology Department at Missouri Southern provides an education in the diverse field of Psychology. The core of the Psychology curriculum reflects the breadth of the field and exposes students to new developments, while allowing students to pursue individual academic interests. The department maintains a special emphasis on research and prepares students to effectively analyze, synthesize and present information about the science of behavior and mental processes. Our mission is to help students develop the critical thinking and communication skills they can use in their careers.

The Psychology Department offers two degrees: the Bachelor of Arts (BA) and the Bachelor of Science (BS). Both degrees have the same General Education and psychology course requirements. In addition, the BA includes an emphasis on foreign language and the BS includes an emphasis in science. Both degrees prepare students for careers that require a broad liberal arts education at the bachelor's level. Recent graduates with both degrees have entered careers in human and social services, research and business. The BA and BS degrees provide an excellent foundation for students who wish to earn advanced graduate degrees or go to professional school. Almost half of the recent graduates have entered into graduate programs.

The Psychology Department also provides courses to meet the needs of other majors. PSY 100 fulfills a General Education Requirement. Students may also earn a minor in psychology.

In order to graduate with a major in Psychology, a student must meet the following three requirements:

1. Earn a 2.50 or above overall GPA.
2. Earn a 2.50 or above in the Psychology major.
3. Successfully complete online training in academic integrity and then sign a pledge, after the online training, to indicate that the student:
 - a) understands the issues related to plagiarism and cheating;
 - b) will uphold high standards of academic integrity; and
 - c) may not be allowed to continue taking psychology courses if found to have cheated or plagiarized.

Student Organizations

Psychology Club is open to all students who are interested in psychology. The club provides an informal setting for students to learn more about psychology. The club sponsors a wide variety of social and intellectual activities each semester.

Psi CHI - The International Honor Society in Psychology recognizes academic excellence and stimulates further scholarship. Psi CHI members are invited to participate in national and regional professional events. Locally, the Psi CHI members share many activities with the Psychology Club.

Bachelor of Arts in Psychology

Major Code PY01

General Education Requirements (p. 45) 46-47* 43-44 Psychology Requirements 46-48

PSY 100	General Psychology *	3
PSY 205	Child and Adolescent Development (4)	
OR BOTH		
PSY 200	Child Development (3)	
AND		
PSY 201	Adolescent Development (3)	4 or 6
PSY 320	Applied Statistics	3
PSY 325	Computers in the Behavioral Sciences	3
PSY 330	Experimental Psychology	5
PSY 386	Conditioning and Learning	3
PSY 341	Social Psychology	
OR		
PSY 422	Theories of Personality	3
PSY 390	Junior Seminar	1
PSY 411	Sensation and Perception	
OR		
PSY 415	Animal Behavior	
OR		
PSY 442	Physiological Psychology	3
PSY 432	Abnormal Psychology	3
PSY 443	Memory and Cognition	3
PSY 481	Senior Thesis	3

Psychology Electives 9

The Psychology elective requirement will be met by completing 9 hours of additional Psychology courses, of which 6 hours must be in upper-division courses, 300-level or above. No more than 3 hours of PSY 499 may be used to fulfill the Psychology elective requirement. PSY 200, 201 and 205 cannot be used as elective courses.

Supporting Area 15

The supporting area requires at least 15 hours in one discipline. It is possible, with approval of the adviser and the department head, to use a combination of areas.

Foreign Language (12 hours in one language) 12

Electives as needed to total 124 credit hours.

Total 124 minimum

* PSY 100 satisfies major requirements and three hours of General Education Requirements.

Bachelor of Science in Psychology

Major Code PY00

General Education Requirements (p. 45) 46-47* 43-44 Psychology Requirements 46-48

PSY 100	General Psychology *	3
PSY 205	Child and Adolescent Development (4)	
OR/BOTH		
PSY 200	Child Development (3)	
AND		
PSY 201	Adolescent Development (3)	4 or 6
PSY 320	Applied Statistics	3
PSY 325	Computers in the Behavioral Sciences	3
PSY 330	Experimental Psychology	5
PSY 386	Conditioning and Learning	3
PSY 341	Social Psychology	
OR		
PSY 422	Theories of Personality	3
PSY 390	Junior Seminar	1
PSY 411	Sensation and Perception	
OR		
PSY 415	Animal Behavior	
OR		
PSY 442	Physiological Psychology	3
PSY 432	Abnormal Psychology	3
PSY 443	Memory and Cognition	3
PSY 481	Senior Thesis	3

Psychology Electives 9

The Psychology elective requirement will be met by completing nine hours of additional Psychology courses, of which 6 hours must be in upper-division courses, 300-level or above. No more than three hours of PSY 499 may be used to fulfill the Psychology elective requirement. PSY 200, 201 and 205 cannot be used as elective courses.

Supporting Area 15

The supporting area requires at least 15 hours in one discipline. It is possible, with approval of the adviser and the department head, to use a combination of areas.

Science 9

Additional hours of science, computer science or math that do not fulfill any other requirements. These include courses from: BIO, CHEM, MATH, GEOL, EH, PHYS, CIS and MM 237.

Electives as needed to total 124 credit hours.

Total 124 minimum

*PSY 100 satisfies major requirements and 3 hours of General Education requirements.

Minor in Psychology

Minor Code PY80

		Semester Hours
PSY 100	General Psychology	3
PSY 320	Applied Statistics	3
Psychology Electives**		15
Total		21

****Select with approval of a psychology adviser.**

A psychology adviser will help students with a minor in psychology to select courses appropriate to their goals.

For additional information contact:

Dr. Robert McDermid
Office: Health Sciences 234
Phone: 417.625.9768
Email: mcdermid-r@mssu.edu

Course Descriptions

PSY 0100 (F,S) 3 hrs. cr.
General Psychology

Introductory course stressing the importance of the psychological mechanisms underlying all human behavior. Honors: The same topics as General Psychology above. Designed and specially taught for Honors students.

PSY 0200 (F,S) 3 hrs. cr.
Child Development

The course covers development from conception to late childhood, including physical, cognitive, emotional and social development. Theories and methods of developmental psychology will be discussed. Prerequisite: PSY 100 with a minimum grade of 'C'. No credit will be given if PSY 205 has been completed.

PSY 0201 (F,S) 3 hrs. cr.
Adolescent Development

The course covers development from puberty to early adulthood including physical, cognitive, emotional and social development. Theories and methods of developmental psychology will be discussed. Prerequisite: PSY 100 with a minimum grade of 'C'. No credit will be given if PSY 205 has been completed.

PSY 0205 (F,S) 4 hrs. cr.
Child and Adolescent Development

Various aspects of human development from conception, infancy, childhood, transience to adolescence will be examined, including, physical, emotional, social and cognitive development. Emphasis is given to theoretical framework its practical implications. Cross-cultural variety will be included wherever appropriate. Prerequisites: PSY 100 with a minimum grade of 'C'. One hour credit will be given if PSY 200 or PSY 201 have been completed.

PSY 0221 (F,S) 3 hrs. cr.
Personal Adjustment

The course addresses selected principles of adjustment, ways of coping and research of practical value. Topics include the nature and management of stress, interpersonal communication, relationship dynamics, self concept and the connection between physical and mental health.

PSY 0282 (F) 3 hrs. cr.
Applied Behaviorism

Techniques of modifying behavior through principles developed by learning psychology. Emphasis on design and implementation of behavioral strategy in the laboratory, as well as practical settings. Prerequisite: PSY 100 with a minimum grade of 'C'.

PSY 0298 (Demand) 1-3 hrs. cr.
Topics in Psychology

Designed to give instruction in some area of Psychology not covered in other courses. Prerequisites to be determined by department.

PSY 0310 (F,S) 2 hrs. cr.
Educational Psychology

Psychological problems involved in education and the practical application of psychological principles of teaching. Special emphasis on the learner, the learning process and the learning situation. Prerequisite: PSY 100 with a minimum grade of 'C'.

PSY 0320 (F,S) 3 hrs. cr.
Applied Statistics for the Behavioral and Natural Sciences

The course includes descriptive and inferential techniques. The analysis and interpretation of data is emphasized. Prerequisites: PSY 100 with a minimum grade of 'C' (or permission) and MATH 125, 130 or 131 with a minimum grade of 'C'.

PSY 0325 (F,S) 3 hrs. cr.
Computers in the Behavioral Sciences

Applications of computers in behavioral sciences with an emphasis on statistical analysis, data collection and report generation. Prerequisite: PSY 320 with a minimum grade of 'C'.

PSY 0330 (F,S) 5 hrs. cr.
Experimental Psychology (Writing Intensive)

The research process is the foundation for knowledge in the field of psychology. This laboratory course stresses the acquisition of basic skills in conceiving and carrying out research, as well as analyzing results and writing reports in a professionally acceptable manner. Prerequisites or co-requisites with a minimum grade of 'C': PSY 325, ENG 101, 102 or 111.

PSY 0341 (F) 3 hrs. cr.
Social Psychology

Introduction to the scientific study of social thinking (how we view ourselves and others), social influence including conformity, persuasion and group influence) and social relations (including prejudice, aggression, attraction and altruism). Prerequisite: PSY 100 with a minimum grade of 'C'.

PSY 0343 (S) 3 hrs. cr.
Human Sexuality

Surveys current research and theory related to human sexuality. Human sexual behavior and attitudes are viewed from biological, psychological, historical and cultural perspectives. Prerequisite: PSY 100 with a minimum grade of 'C'.

PSY 0386 (F,S) 3 hrs. cr.
Conditioning and Learning

Leading theories and research in the field of learning. Topics include Non-Associative Learning, Classical Conditioning, Instrumental Learning, Stimulus Control of Behavior, Punishment, Avoidance Behavior and Cognitive Processes. Prerequisite: PSY 320 with a minimum grade of 'C'.

PSY 0390 (F,S) 1 hr. cr.
Junior Seminar (Writing Intensive)

For Junior Psychology majors. Information & experiences helpful in making decisions about and preparing for careers, emphasizing preparation for either graduate school or baccalaureate level employment. Co-requisites or prerequisites with a minimum grade of 'C': PSY 320, ENG 101, 102 or 111.

PSY 0411 (S-Odd) 3 hrs. cr.
Sensation and Perception

Includes classical and modern psychophysical techniques. The physiology of various sensory systems, e.g. vision and audition, are examined in order to appreciate the nature of perception. Prerequisites: PSY 100 and any Biology course with a minimum grade of 'C' in each.

PSY 0412 (F,S) 2 hrs. cr.
Measurement and Evaluation in Education and Psychology

Explores theories and problems of measurement and the assessment of learning. Contemporary and classical approaches to measuring achievement in the educational setting are examined. Prerequisite: PSY 310 with a minimum grade of 'C' or consent of instructor.

PSY 0415 (F) 3 hrs. cr.
Animal Behavior

Research in animal behavior from a phylogenetic perspective. Includes theoretical approaches, ethological methods, ethical concerns, sensory capacities, learning, cognition and social behavior of animals. Field observations and experimental research for each topic. Field trips are planned to supplement lectures and discussions. Prerequisites: PSY 100 and any Biology course with a minimum grade of 'C' in each.

PSY 0420 (Demand) 3 hrs. cr.
Psychology in Film

An advanced course in psychology examining the use of psychological concepts in feature films. Readings will accompany each film and address the significant concepts illustrated. Specific topics will vary. Prerequisites: PSY 100 with a grade of 'C' or better and 6 additional hours of psychology or permission from instructor.

PSY 0422 (S) 3 hrs. cr.
Theories of Personality

Survey of major contemporary theories of personality, issues of personality assessment and current research. Prerequisite: PSY 100 with a minimum grade of 'C' and junior standing.

PSY 0432 (F,S) 3 hrs. cr.
Abnormal Psychology

Recognition and classification of the systems of mental disorders, specifying causes and possible therapeutic techniques. Extensive use of the American Psychiatric Association's Diagnostic and Statistical Manual of Mental Disorders. Prerequisite: PSY 100 with a minimum grade of 'C'.

PSY 0435 (S) 3 hrs. cr.
Clinical Psychology

Survey of history, current methods, guild issues and future developments of clinical practice. Seminar format with considerable student participation. Prerequisites: Junior standing and 15 hours of psychology with minimum grades of 'C'.

PSY 0442 (S-Even) 3 hrs. cr.
Physiological Psychology

Structure and function of the nervous system from the individual neuron to the behavior of the organism. The biological basis of movement, sleep, homeostasis, sexual behavior, emotion, learning, language and abnormal behavior will be examined from an ontogenetic and phylogenetic perspective. Prerequisites: PSY 100 and any Biology course with a minimum grade of 'C' in each.

PSY 0443 (F,S) 3 hrs. cr.
Memory and Cognition

Designed to acquaint the student with the classic and current research findings in the field of cognitive psychology. General topics include attention, working memory, long-term memory; knowledge representation and language processing. Prerequisites: Junior standing and 15 hours of Psychology with a grade of 'C' or above.

PSY 0481 (F,S) 3 hrs. cr.
Senior Thesis

(Writing Intensive)

Students design and conduct research projects resulting in a written thesis and an oral presentation. Prerequisites: PSY 330, ENG 101, 102 or 111 with a minimum grade of 'C' and Senior standing.

PSY 0498 (Demand) 1-3 hrs. cr.
Advanced Topics in Psychology

Designed to give advanced instruction in some area not covered in other courses. For upper division majors. Prerequisites to be determined by department.

PSY 0499 (Demand) 1-3 hrs. cr.
Independent Study

Course structured by adviser with approval of department head. Prerequisite: Advanced standing in major field. Registration must be approved by adviser and department head.

TEACHER EDUCATION

Taylor Hall 232 • 417.625.9309

Faculty Cade - Head, Cozens, Craig, Day, Edwards, Faine, Flatt, Freeman, Gallemore, Hackett, Hicklin, Overdeer, Pulliam, Robertson, V. Spencer

Mission

The mission of the Teacher Education Department is to develop reflective educators for a global society

Vision

The MSSU Teacher Education faculty and staff are dedicated to developing The MSSU Teacher Education faculty and staff are dedicated to developing competent teachers who will incorporate into their classrooms a strong foundation of knowledge and pedagogy; a lifelong love of teaching and learning; and motivation to improve practice through reflection, self-study and professional development. It is our goal to assure that all candidates become ethical classroom practitioners, cognizant of the need to help all students meet their full learning potential.

All Teacher Education programs have been approved by the Missouri Department of Elementary and Secondary Education (DESE) and accredited by the National Council for the Accreditation of Teacher Education (NCATE).

Program Objectives

Objectives for all programs in teacher education can be found in the Teacher Education Program Policy Handbook for Faculty and in the Teacher Education Program Policy Handbook for Students. Objectives for the student teaching program can be found in the Policy Handbook for Student Teachers, Cooperating Teachers and University Supervisors.

Teacher Education

The descriptions of the teacher education programs and the requirements that are listed for each program in teacher education in this catalog are subject to change during the period that this catalog is in use as required by external agencies. As changes are made by the State Department of Elementary and Secondary Education (DESE), legislative and regulatory bodies and accrediting agencies; candidates in the program will be alerted through the advising process. Teacher education candidates are responsible for their programs of study. They are encouraged to obtain degree plan sheets for the program they are pursuing and work closely with their advisers.

Eligibility for current certification is a requirement for graduation. Transfer students with a Missouri Associate of Arts degree will need to meet several MSSU General Education Requirements. The Assistant Teacher Certification Officer, Taylor Hall 222, must complete a transcript evaluation as the core is not automatically complete for certification.

The Teacher Education Program consists of the Teacher Education Department and Conceptual Framework Committee, the Teacher Education Council and NCATE sub-committees. The Teacher Education Department oversees all teacher education programs and is specifically responsible for the elementary education program grades 1 through 6; early childhood education program, birth through grade 3; middle school program, grades 5 through 9; special education programs, grades K through 12.

The Dean of the School of Education is the chief spokesperson for the teacher education program and in this capacity is the chief administrator responsible for the teacher education programs. The Dean serves under the direction of the President of the University and the Vice President for Academic Affairs.

The Teacher Education Program is based on a conceptual framework that defines the role of the teacher as a reflective decision maker. In this role, the teacher must make decisions about pedagogical design and lesson design. Our conceptual framework creates teachers who can think critically, formulate decisions related to the multiple roles of teaching for its successful achievement and develops reflective educators for a global society. An extension of the role of the teacher as a reflective decision maker includes the teacher as a practitioner, lifelong learner, researcher, provider of service and change agent.

Central to the preparation for teaching is the conceptual framework, composed of professional knowledge, skills and dispositions that have been gathered from research, reported effective practices, from learned societies in such areas as human growth and development, learning theory, assessment, cultural diversity and special needs, curriculum content, psychological, sociological, historical and philosophical foundations, principles of effective instruction and school effectiveness.

The Professional Dispositions recognized by the MSSU Teacher Education Department consist of the following four areas: Disposition Toward Self, Disposition Toward Others, Perception of Purpose and Frame of Reference.

In order to be an effective educational decision maker, the teacher must possess certain knowledge, cognitive abilities and pedagogical skills. These are included in the following 9 standards:

1. The teacher candidate understands the central concepts, structures, and tools of inquiry of the discipline(s) and creates learning experiences that make these aspects of subject matter meaningful for students.
2. The teacher candidate understands how students learn, develop, and differ in their approaches to learning. The teacher candidate provides learning opportunities that are adapted to diverse learners and support the intellectual, social, and personal development of all students.

3. The teacher candidate recognizes the importance of long-range planning and curriculum development. The teacher candidate develops, implements, and evaluates curriculum based upon standards and student needs.
4. The teacher candidate uses a variety of instructional strategies to encourage students' critical thinking, problem solving, and performance skills including instructional resources.
5. The teacher candidate uses an understanding of individual and group motivation and behavior to create a learning environment that encourages positive active engagement in learning, positive social interaction, and self-motivation.
6. The teacher candidate models effective verbal, nonverbal and media communication techniques with students and parents to foster active inquiry, collaboration, and supportive interaction in the classroom.
7. The teacher candidate understands and uses formative and summative assessment strategies to assess the learner's progress, uses assessment data to plan ongoing instruction, monitors the performance of each student, and devises instruction to enable students to grow and develop.
8. The teacher candidate is a reflective practitioner who continually assesses the effects of choices and actions on others. The teacher actively seeks out opportunities to grow professionally in order to improve learning for all students.
9. The teacher candidate has effective working relationships with students, parents, school colleagues, and community members.

Admission to the Teacher Education Program

After the candidate declares a major in teacher education, two levels of admission to the Teacher Education Program exist.

The first level is application for tentative formal admission, which may be after the candidate has declared a teacher education major and successfully completed 55 semester hours of prescribed course work. See the Department of Teacher Education for application deadlines for fall and spring semester.

Students must have tentative formal admittance before courses can be taken in professional education. Courses with an EDUC prefix cannot be taken until the Junior Block (EDUC 321, 329, & 423) has been completed. EXCEPTIONS: EDUC 100, EDUC 280, and EDUC 302 or 304, should be taken prior to the Junior Block. EDUC 301 must be taken before or concurrently with the Junior Block. EDUC 316, EDUC 323, EDUC 340, EDUC 348, EDUC 422 and EDUC 430 may be taken concurrently with the Junior Block classes.

Qualifications for tentative formal admission include the following:

1. Submit a completed application that is signed by the candidate's adviser.
2. Have a cumulative GPA of 2.75 in all course work. All candidates in education must maintain a cumulative GPA of 2.5 in their teaching areas, e.g., art, mathematics, elementary education, etc. Additional department/content requirements may apply.
3. Pass all sections of the Missouri C-Base Test with a minimum score of 235. (This test is not required of post baccalaureates.)
4. Have a composite ACT enhanced score of 20 (for candidates with an SAT score see the department of Advising, Counseling and Testing Services for conversion).

5. Applicants who have been convicted of a misdemeanor or felony, including a suspended imposition of sentence (SIS) must identify themselves by so indicating on the application for admission form. Upon identification the candidate will need to make certain documents and information available to the Admissions and Retention Committee of the Teacher Education Program, i.e., conviction status, probation information, and recommendations from court and public officials associated with the conviction. This process must be repeated when application is made for student teaching. There is a process that must be followed before consideration is given for certification in the State of Missouri. Failure to identify one-self will cause the candidate to be immediately removed from the program.
6. Submit a faculty recommendation form completed by an MSSU faculty member.

When candidates attain these qualifications, they will receive tentative formal admission to the Teacher Education Program and subsequent notification.

The second level is formal admission, which is granted after the candidate successfully completes the eight credit hour Junior Block: EDUC 321, Microteaching; EDUC 329, Pedagogical Theory, Methods and Practices; and EDUC 423, Classroom Management. The candidate must be recommended by the instructors of these courses.

In addition to successful completion of the Junior Block, candidates must complete the required disposition assessment. This assessment, taken during the junior block semester is required for formal admission to the program.

The candidate must maintain a cumulative GPA of 2.75. If at any point in the program a candidate's GPA drops below accepted levels, the candidate will be dismissed from the teacher education program.

Grades below a 'C' in professional education courses will not be accepted for the degree requirements in teacher education. Candidates seeking certification in elementary education, middle school education, secondary education, special education and early childhood education must have a grade of 'C' or better in each of the courses in these certification areas.

The following list are courses at MSSU that must have a grade no lower than a 'C'. The Department of Elementary and Secondary Education (DESE) classifies these courses under professional requirements as foundations of teaching, teaching methods, elementary school courses and clinical experiences.

A) ALL "EDUC" prefix classes

B) Psychology classes:

PSY 100	General Psychology
PSY 200	Child Development
PSY 201	Adolescent Development
PSY 205	Child/Adolescent Development
PSY 310	Educational Psychology
PSY 412	Measurement & Evaluation

C) Elementary Education Requirements:

GEOG 101	OR GEOG 211	3
ECON180	American Economic System	3
MATH 119	Math Elementary Teacher I	3
MATH 120	Math Elementary Teacher II	3
ENG 325	Children's Literature	3
ART 220	Art Education	2
MUS 332	Music for Elementary School	2
KINE 311	PE for Elementary School	2
KINE 370	School Health	3

Candidates qualifying for formal admission to the program will be notified in writing. The date of formal admission will be entered on the candidate's record by the Registrar. Candidates who have not met the criteria will also be notified and corrective measures suggested.

Admission to Student Teaching

After completion of EDUC 329, Pedagogical Theory, Methods and Practices, but before the professional semester, candidates in early childhood education, elementary education, middle school education and special education take approximately 26 or more hours of work in professional education and in a teaching specialty. During this time, the candidate must maintain a cumulative GPA of 2.75 or better and a GPA of 2.5 or better in the teaching specialty. The candidate must earn a 'C' or better in all professional education courses and must retake courses in which a grade lower than 'C' is earned. Additional department/content requirements may apply. The candidate is expected to maintain those personal and professional requirements that were met as part of the admission requirements to teacher education. Requirements that must be met prior to admission to student teaching are:

1. Be fully admitted to the teacher education program.
2. Have a cumulative GPA of 2.75.
3. Have all previous course work completed at the time of student teaching.
4. Have a completed application for student teaching on file at least one semester prior to the student teaching semester.
5. Have a grade of 'C' or better in each professional education course.
6. Have an approved typewritten autobiography on file. The autobiography must consist of two or more paragraphs.
7. Submit portfolio for initial assessment by assigned teacher education adviser.
8. Show proof of liability coverage as required by the Department of Teacher Education.
9. Background check verification from the approved agency or a current substitute certificate.

The student teaching program is designed for candidates who have met all of the requirements for student teaching at Missouri Southern State University.

Attendance is required at a student teaching orientation the semester prior to student teaching. This orientation is held the second week of the semester. Attendance is also required at student teaching seminars. These seminars are held during the student teaching semester.

Note: In accordance with Mo. Rev. Stat. 168.400 (2005) and Mo. Code Regs. 5 CSR 80-805.40. Alternative clinical practice in lieu of conventional student teaching. Candidates must see the Teacher Education Certification Officer for eligibility requirements. All other university and departmental requirements for graduation still apply.

Graduation Requirements

In order to graduate from the Teacher Education Program, the candidate must successfully complete the following exit requirements, in addition to all other academic requirements of the University:

1. Demonstrate mastery of pedagogical knowledge and skills included in the 9 standards which are required of all teacher education students.
2. Submit a portfolio of the candidate's work in the teacher education program for faculty assessment.
3. Have a cumulative GPA of 2.75 or higher.

- Have a cumulative GPA of 2.5 or higher in the teaching specialty area. Additional department/content requirements may apply.
- Pass the Teaching Specialty Exam, currently the ETS PRAXIS II Series.
- Successfully complete student teaching requirements.
- Complete the exit interview.
- Clear the state required background check.
- Be eligible for current Missouri teacher certification.

Advisement

Advisers will be assigned to candidates following admission to the University. For those without advisers, freshmen with declared majors in teacher education will have an adviser assigned as part of EDUC 100, Introduction to Teacher Education I and sophomores declaring a major in teacher education will be assigned advisers in EDUC 280, Foundations of Education in a Global Society. All secondary teacher education majors will have advisers in their teaching specialty area, due to the many specific course requirements and entrance and exit requirements for teacher education. Effective academic advisement is a partnership, with advisees taking responsibility for course work and degree completion.

Post-graduates holding Missouri certificates must have the Missouri State Department of Elementary and Secondary Education (DESE) evaluate their transcripts and make recommendations for course work that will lead to certification. After a plan sheet is received by the candidate, the requirements specified by DESE may be translated into MSSU courses by the Assistant Certification Officer in the Office of the Dean.

All students who enter Missouri Southern as freshman teacher education candidates are strongly recommended to take EDUC 100, Introduction to Teacher Education I, during their freshman year.

Psychology Requirements

All teacher education majors must take PSY 310 Educational Psychology.

Elementary education candidates (grades 1 through 6) and early childhood education candidates (birth through grade 3) must take PSY 100 General Psychology and PSY 200 Child Development.

Middle school education candidates (grades 5 through 9), must take PSY 100 General Psychology and PSY 205 Child/Adolescent Development.

K-12 candidates, including special education candidates (grades K through 12), music education candidates (grades K through 12), art education candidates (grades K through 12), physical education candidates (grades K through 12) and foreign language education candidates (grades K through 12) must take PSY 100 General Psychology and PSY 205 Child/Adolescent Development.

Secondary education candidates in business education, English education, mathematics education, social studies education, speech/theatre education, categorical science or unified science education must take PSY 100 General Psychology and PSY 201 Adolescent Development.

Certification

Candidates majoring in elementary education, elementary education/early childhood education, elementary education/ special education, middle school education, secondary education or K-12 education, who successfully complete the requirements for this degree will be recommended for the Initial Professional Certificate (IPC). This is a probationary certificate that is granted for four years. Additional certification is granted by the Missouri Department of Elementary and Secondary Education. Candidates with degrees from MSSU

or another institution who wish to be certified in the State of Missouri must meet all of the requirements that are set forth in this catalog for the BSE degree. All programs are designed to exceed minimal requirements for certification. Programs of study and courses required may be obtained through the Assistant Certification Officer and in the Teacher Education Department.

Exceptions to the General Education Requirements:

Elementary education majors must complete GEOL 210/212.

Physical Education Requirements

All teacher education candidates must meet the General Education Requirements with the exception of elementary education, early childhood education or special education candidates. These candidates are not required to take KINE 103 Lifetime Wellness. In place of this course, these teacher education candidates are required to take KINE 370, School Health Education and KINE 311, Physical Education for the Elementary School.

Bachelor of Science in Education (BSE) - Elementary Education

Area of Concentration

Candidates who elect elementary education (grades 1 through 6) as their teaching area must complete an area of concentration consisting of a minimum of 21 hours. This requirement may be met in one of two ways as follows:

Option 1: A collection of 21 hours of approved courses in an area of study, including art, English/language arts, mathematics, music, science, social studies, speech/theatre or other approved areas in which the state of Missouri offers certification.

Option 2: An added certification in an area of study, such as early childhood education (birth-grade 3), special education (K-12). A course of study for these certificates is available in the Teacher Education Department Office. The elementary professional education sequence (1-6) must be followed along with the selected area of the added certificate.

1-6 Elementary Professional Education (Option 1)

		Semester Hours
General Education Requirements (p. 45)		46-47**
MATH 119	MATH Elementary I**	3
MATH 120	MATH Elementary II	3
ENG 325	Children's Literature	3
ART 220	Art Education	2
MUS 332	Music for the Elementary Teacher	2
KINE 311	Physical Education for the Elementary Teacher	2
KINE 370	School Health	3
PSY 200	Child Development	3
PSY 310	Educational Psychology	2
EDUC 100	Introduction to Teacher Education* I	1
EDUC 280	Foundations of Education in a Global Society**	3
EDUC 301	Technology in Education***	3
EDUC 304	Exceptional Student	3
EDUC 311	Science in the Elementary School	3
EDUC 312	Problems in Teaching Arithmetic	3
EDUC 322	Social Studies in the Elementary & Middle School	3
EDUC 329	Pedagogical Theory, Methods and Practices	4
EDUC 321	Microteaching	2
EDUC 423	Classroom Management	2
EDUC 340	Language Arts	2
EDUC 342	Developmental Reading	3

EDUC 343	Content Area Literature: Middle School	3
EDUC 432	Critical Issues	2
EDUC 470	Diagnostic & Remedial Reading	3
Elective @@		4-6
EDUC 442	Student Teaching Elementary	10

* EDUC 100 recommended, not required.

**EDUC 280 satisfies 3 hours of Area I. MATH 119/120 satisfies Area C. MATH 125 or higher satisfies MATH 119 requirement. ECON 201 or 202 will substitute for ECON 180. For transfer or change of major students only.

***EDUC 301 satisfies department computer literacy requirement.

@@Elementary Education (Option 1) candidates are required to take a total of two classes (4-6 hrs) from either the area of concentration or Upper Division School of Education (Teacher Education, Psychology or Kinesiology).

K-12 Special Education (Option 2)

Major code EE03

	Semester Hours
EDUC 304	Exceptional Student3
EDUC 348	Transition Services2
EDUC 410	Teaching Mild/Moderate: Cross-Categorical Classroom.3
EDUC 420	Introduction to Counseling3
EDUC 430	Language Development3
EDUC 446	Practicum in Special Education2
EDUC 474	Educational-Psychological Testing in Special Education3
EDUC 444	Student Teaching Special Education10
PSY 205	Child and Adolescent Development4

B-3 Early Childhood Education (Option 2)

Major code EE01

	Semester Hours
PSY 200	Child Development3
EDUC 316	Foundations, Issues, & Trends in Early Childhood Education3
EDUC 318	Early Childhood Curriculum and Learning3
EDUC 319	Practicum in Early Childhood Education.2
EDUC 323	Building Family and Community Relationships.3
EDUC 342	Developmental Reading 3
EDUC 408	Assessment & Practicum Early Childhood4
EDUC 442	Student Teaching Elementary10

K-12 TESOL (Option 2)

Major code EE04

		Semester Hours
EDUC 387	Grammar for Pedagogical Purposes	
OR		
ENG 301	Modern Grammar	3
EDUC 380	Theories/Sec. Language.	3
EDUC 381	Theories of TESOL	3
EDUC 422	Content Area Literacy: Secondary	2
EDUC 480	Methods of TESOL	3
EDUC 481	Material Development and Assessment for TESOL	3
EDUC 482	Practicum for Teaching English to Speakers of Other Languages	3
Approved TESOL Elective		3

Bachelor of Science in Education - Middle School

Candidates who elect middle school (grades 5-9) as their major must complete the required courses for a single or dual certification. The curriculum for these areas is a joint effort by the departments of teacher education and the teaching specialty.

5-9 Middle School Professional Education

		Semester Hours
General Education Requirements (p.45)		46-47**
MATH 119	Math Elementary I**	3
MATH 120	Math Elementary II**	3
PSY 205	Child/Adolescent Development	4
PSY 310	Educational Psychology	2
PSY 412	Measurement & Evaluation in Education & Psychology	2
EDUC 100	Introduction to Teacher Education I*	1
EDUC 280	Foundations of Education in a Global Society**	3
EDUC 301	Technology in Education***	3
EDUC 302	Exceptional Child	
OR		
EDUC 304	Exceptional Student	2-3
1-2 content area methods courses		3-6
(EDUC 322, 333, 336, 339, 340, 344, 347)		
EDUC 321	Microteaching	2
EDUC 329	Pedagogical Theory, Methods and Practices	4
EDUC 423	Classroom Management	2
EDUC 342	Developmental Reading	3
EDUC 343	Content Area Literature: Middle School	3
EDUC 412	Middle School & Junior High Philosophy Organization and Curriculum	2
EDUC 413	Methods of Teaching Students in the Middle Grades	2
EDUC 432	Critical Issues	2
EDUC 452	Student Teaching-Middle School	10

* EDUC 100 recommended, not required.

**EDUC 280 satisfies 3 hours of Area I. MATH 119 and MATH 120 satisfies Area C. MATH 125 or higher satisfies MATH 119 requirement. ECON 201 or 202 will substitute for ECON 180.

***EDUC 301 satisfies department computer literacy requirement.

Core and department requirements for the middle school professional education courses total 100/101 hours. The number of hours added to this core depends on the content areas chosen. The possible choices and hours are listed below.

Dual Certification

EM00	Social Studies/English	=	30
EM01	English/Business	=	41
EM02	Business/Social Studies	=	41
EM05	English/Math	=	36
EM06	English/Science	=	36
EM07	Industrial Tech/Social Studies	=	39
EM09	Industrial Tech/English	=	39
EM10	Math/Business	=	45
EM11	Math/Industrial Tech	=	43
EM12	Math/Speech & Theater	=	45
EM13	Social Studies/Math	=	35
EM14	Science/Math	=	40
EM15	Science/Business	=	45
EM16	Science/Industrial Tech	=	43
EM17	Social Studies/Science	=	35

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EM18	Speech & Theater/English	=	41
EM19	Speech & Theater/Science	=	46
EM 20	Speech & Theater/Social Studies	=	41

Single Certification

EM 21	Math	=	*29-30
EM 22	Communication Arts/English	=	*29
EM 23	Science	=	*29
EM 24	Social Studies	=	*29

*additional electives may be needed to meet graduation hour requirement

Bachelor of Science in Education- Secondary Education or K-12

The curriculum for secondary education is a joint effort of each department supporting a teaching specialty area and the Teacher Education Department.

The candidate who desires to teach in a secondary school may choose to become qualified in a single teaching field with a high degree of specialization. Specialties available for secondary and K-12 school teaching are:

1. Art K-12
2. Biology 9-12
3. Business Education 9-12
4. Chemistry 9-12
5. English 9-12
6. French K-12
7. German K-12
8. Industrial Technology 9-12
9. Mathematics 9-12
10. Music K-12 (Vocal and/or Instrumental)
11. Physical Education K-12
12. Physics 9-12
13. Social Sciences 9-12 (with emphasis in History, Political Science or Sociology)
14. Spanish K-12
15. Speech/Theatre 9-12
16. Unified Science 9-12 (with emphasis in Biology, Chemistry or Physics)

For content area requirements please see the respective degree program in catalog.

Plan A: (Double Teaching Field)

Plan A is intended for those who desire to qualify as teachers in two different secondary content areas. Plan A is not available in all specialty areas. Please see your department/content area for advisement. Each area requires a minimum of 30 semester hours of specific course work which must meet Missouri State Department of Elementary and Secondary Education requirements.

Plan B: (Single Teaching Field)

Plan B is intended for persons who wish to concentrate teacher preparation in one subject matter area only. Forty or more semester hours are required in the subject matter area or related supporting courses listed in this catalog by department.

The Teaching Specialty for Secondary Education K-12/9-12

Candidates in secondary education must meet the same General Education Requirements as all MSSU students. Depending on the teaching specialty, these candidates will differ in the order in which they take the General Education Requirements. Each specialty area has a sequence of courses for the teaching specialty. Candidates should refer to the catalog under the teaching specialty.

K-12 Professional Education Courses

	Semester Hours
PSY 205	Child/Adolescent Development4
PSY 310	Educational Psychology2
EDUC 100	Introduction to Teacher Education I.1
EDUC 280	Foundations of Education in a Global Society** . . .3
EDUC 301	Technology in Education***3
EDUC 304	Exceptional Student****3
EDUC 321	Microteaching2
EDUC 329	Pedagogical Theory, Methods and Practices4
EDUC 335,	337, 345 (Methods Course)2
EDUC 412	or 420 or PSY 412 (Elective)2-3
EDUC 422	Content Area Literature: Secondary2
EDUC 423	Classroom Management2
EDUC 432	Critical Issues2
EDUC 464	Student Teaching K-1210

*EDUC 100 recommended, not required.

**EDUC 280 satisfies 3 hours of Area I.

***EDUC 301 satisfies department computer literacy requirement.

****K-12 Physical Education candidates take EDUC 302 Exceptional Child, 2 cr. hrs.

9-12 Secondary Professional Education Courses

	Semester Hours
PSY 201	Adolescent Development.3
PSY 310	Educational Psychology2
EDUC 100	Introduction to Teacher Education I*1
EDUC 280	Foundations of Education in a Global Society** . . .3
EDUC 301	Technology in Education***3
EDUC 302	Exceptional Child.2
EDUC 321	Microteaching2
EDUC 329	Pedagogical Theory, Methods & Practices4
EDUC 330, 332, 333, 334, 336, 339, 344	(Methods Course)2-3
EDUC 412	or 420 or PSY 412 (Elective)2-3
EDUC 422	Content Area Literature: Secondary2
EDUC 423	Classroom Management2
EDUC 432	Critical Issues2
EDUC 462	Student Teaching Secondary Education10

* EDUC 100 recommended, not required.

**EDUC 280 satisfies 3 hours of Area I.

***EDUC 301 satisfies department computer literacy requirement.

For additional information contact:

Teacher Education Department
Office: Taylor Hall 237
Phone: 417.625.9309
Fax: 417.659.4387

Graduate Program

For information about master's degree programs, please contact the School of Education, 417-625-9314 or refer to the MSSU Graduate website at www.mssu.edu/graduate.

Course Descriptions

EDUC 0100 (F,S) 1 hr. cr.
Introduction to Teacher Education I

An orientation to teacher education required for freshmen who select elementary or secondary education as their major field. Intended to help clarify decisions about education as a major and career choice. Concepts covered include: teaching as a career, teacher preparation, employment prospects, educational funding and technology in education.

EDUC 0200 (Demand) 1 hr. cr.
Introduction to Teacher Education II

An extension of EDUC 100. Classroom experiences emphasized as well as the conditions for teaching. A 15 clock hour, field-based component is included.

EDUC 0205 (F,S) 1 hr. cr.
Tutor Training

A course designed to provide students hired as tutors with an educational foundation of the methods and techniques needed to tutor students in a higher education setting.

EDUC 0280 (F,S,Demand) 3 hrs. cr.
Foundations of Education in a Global Society

An introduction to and orientation class for all Teacher Education Programs and is required for all teacher education majors. As an International General Education Requirements course, it examines and compares the policies and practices of educational systems in countries throughout the world with those in the United States, to develop an understanding and appreciation of the historical, philosophical, political and financial aspects of education in a pluralistic, diverse society. A 32 clock hour field based component of American diversity in Southwest Missouri is included. Requires background check. Prerequisites: ENG 101 & ENG 102 or ENG 111.

EDUC 0301 (F,S,Demand) 3 hrs. cr.
Technology in Education

A study designed to explore the role of technology in education with a special emphasis on technology as a tool in teaching and learning. The course will also examine a variety of technologies as well as strategies for the integration of these technologies into instruction. Specific technologies addressed will be subject to change as technology and its application to education continue to evolve. Prerequisite: Must be taken prior to or concurrently with the Junior Block. Required of all teacher education majors.

EDUC 0302 (F,S,Demand) 2 hrs. cr.
The Exceptional Child

Designed for 5-9 Middle School, K-12 Physical Education and 9-12 Secondary majors and will include a series of awareness experiences dealing with the added complexities an exceptional student presents to a regular classroom teacher. This course emphasizes methods of meeting the diverse educational needs of today's secondary students through techniques of teaching, unit construction and daily planning. Includes characteristics of the exceptional student, resources in the community and legislation that determines school policy. Prerequisite: PSY 100.

EDUC 0304 (F,S,Demand) 3 hrs. cr.
The Exceptional Student

Designed for 1-6 Elementary, 5-9 Middle School and K-12 Art, Music, Foreign Language, ECE, TESOL and Special Education majors. It includes an introduction to the five areas of mild/moderate disabilities: learning disabled, mentally handicapped, behavior disordered, physically disabled and other health impaired. A series of awareness experiences dealing with the added complexities an exceptional child presents to K-12 regular and special education teachers. This course emphasizes methods of meeting the diverse educational needs of today's K-12 students through techniques of teaching, unit construction and daily planning. Includes characteristics of the exceptional child, resources in the community and legislation which determines school policy. Required for 1-6 Elementary and K-12 Art, Music, Foreign Language, ECE, TESOL and Special Education majors. Prerequisite: PSY 100, take prior to or concurrent with Junior Block classes.

EDUC 0311 (F,S,Demand) 3 hrs. cr.
Science in the Elementary School

Designed to help students (1) comprehend the basic notion of science and how children go about learning science, (2) develop materials suitable for demonstration, discovery and inquiry lessons and (3) develop the instructional skills necessary to achieve the first two goals. Prerequisites: Courses in biological and physical sciences and completion of Junior Block.

EDUC 0312 (F,S,Demand) 3 hrs. cr.
Problems of Teaching Arithmetic in Elementary Schools

Application of principles of learning and techniques of presentation. Techniques for diagnosis and remediation are treated as they relate to the elementary classroom. Includes a 32 clock-hour practicum. Prerequisite: MATH 119 and completion of Junior Block.

EDUC 0316 (F,S) 3 hrs. cr.
Foundations, Issues and Trends in Early Childhood Education

A survey course designed to acquaint the prospective teacher of young children with the historical, philosophical, psychological and social foundations of early childhood education; current trends and issues associated with early childhood programming; consequent role expectations of prospective teachers and field experiences with programs for young children with diverse needs. Prerequisite: Junior standing or instructor permission.

EDUC 0318 (S) 3 hrs. cr.
Early Childhood Curriculum and Learning

Fundamentals of curriculum and learning for young children with special emphasis on: developing literacy and positive relationships and supportive interactions; using effective approaches, strategies and tools; understanding the importance, central concepts, inquiry tools and structures of content areas or academic disciplines; and incorporating resources to design, implement and evaluate experiences that promote positive outcomes for young children. Prerequisites: Junior Block and EDUC 316. Must be taken concurrently with EDUC 319.

EDUC 0319 (S) 2 hrs. cr.
Practicum I in Early Childhood Education

Supervised teaching of three to five-year-olds in the MSSU Child Development Center for a minimum of 64 clock hours. Candidates will design and implement the following: small group, large group and individual learning experiences, develop appropriate materials for children's use and practice appropriate teaching and guidance strategies for young children. Prerequisite: Junior Block and EDUC 316. Must be taken concurrently with EDUC 318.

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EDUC 0321 (F,S) 2 hrs. cr.
Microteaching

A required part of Education 329. Short teaching episodes are prepared, taught and analyzed via video-tape. The basic concern is with the demonstration of effective teaching skills as enumerated in the outline. Must be taken concurrently with EDUC 329 and EDUC 423. Tentative admission to Teacher Education.

EDUC 0322 (F,S,Demand) 3 hrs. cr.
Teaching Social Studies in Elementary and Middle School

An introduction to the instructional materials and methods of teaching social studies in the elementary and middle school. Prerequisite: Junior Block.

EDUC 0323 (S) 3 hrs. cr.
Building Family and Community Relationships

To acquaint the teacher candidate with (1) the complex characteristics and concerns of children's families and their communities; (2) ways to support, empower and link families with key community resources appropriate for specific purposes; (3) strategies to involve families and communities in their children's development and learning through respectful, reciprocal relationships. Lecture, field trips and field experiences. Prerequisite: Junior standing or instructor permission.

EDUC 0329 (F,S) 4 hrs. cr.
Pedagogical Theory, Methods and Practices

Examines the theoretical basis for the decision making model of the teacher education program. Provides the methodological basis for making pedagogical decisions concerning lesson design, identification of learning styles and assessment techniques. Microteaching provides an opportunity to practice methods and techniques for teaching. Thirty-two hours of junior internship in the elementary, middle and secondary school classroom provides an opportunity to refine theory into practical applications. Must be taken concurrently with EDUC 321 and EDUC 423. Tentative admission into Teacher Education. Prerequisite: EDUC 280.

EDUC 0330 (S,Demand) 3 hrs. cr.
Industrial Technology Methods

This is a required teacher education course, which is an introduction to the instructional planning, materials, philosophy, rationale and methods of teaching Industrial Technology. Prerequisite(s): Recommend concurrent enrollment with Junior Block. Must be taken prior to professional education semester.

EDUC 0332 (F,S) 3 hrs. cr.
Teaching English and Language Arts in Secondary School

Provides an introduction to the instructional materials and methods of teaching English and language arts in the Secondary School. Prerequisite(s): Recommend concurrent enrollment with Junior Block. Must be taken prior to professional education semester.

EDUC 0333 (F) 3 hrs. cr.
Teaching Science in Secondary School

An introduction to the instructional materials and methods of teaching science. Prerequisite(s): Recommend concurrent enrollment with Junior Block. Must be taken prior to professional education semester.

EDUC 0334 (S) 2 hrs. cr.
Teaching Social Science in Secondary School

A required education course which is an introduction to the instructional planning, materials, philosophy, rationale and methods of teaching Social Studies. Prerequisite(s): Recommend concurrent enrollment with Junior Block. Must be taken prior to professional education semester.

EDUC 0335 (S) 2 hrs. cr.
Teaching Music in Secondary School

An introduction to the instructional planning, materials and methods of teaching music. Prerequisite(s): Recommend concurrent enrollment with Junior Block. Must be taken prior to professional education semester.

EDUC 0336 (S) 2 hrs. cr.
Teaching Business in Secondary School

An introduction to the instructional planning, materials and methods of teaching business. Prerequisite(s): Recommend concurrent enrollment with Junior Block. Must be taken prior to professional education semester.

EDUC 0337 (S) 2 hrs. cr.
Teaching Art in Secondary School

An introduction to the instructional planning, materials and methods of teaching art. Prerequisite(s): Recommend concurrent enrollment with Junior Block. Must be taken prior to professional education semester.

EDUC 0339 (F) 3 hrs. cr.
Teaching Mathematics in Secondary School

An introduction to the instructional planning, materials and methods of teaching mathematics. Includes brief survey of the history of algebra and trigonometry. Prerequisite(s): Recommend concurrent enrollment with Junior Block. Must be taken prior to professional education semester.

EDUC 0340 (F,S,Demand) 2 hrs. cr.
Language Arts

A foundations course for the development of understanding the attitudes necessary to teach written and oral communication at the elementary and middle school level. Must be taken concurrently with Junior Block.

EDUC 0342 (F,S,Demand) 3 hrs. cr.
Developmental Reading: Elementary

Explore, study and apply a variety of reading strategies that provide understanding of effective, current text-based and experience-based teaching practices; review and compile information from journals/literature which includes research, ideas, trends, methods and experiences relevant to developmental reading; evaluate various reading approaches and programs; construct reading enrichment materials; and develop an attitude that will positively affect the self-concept of children with diverse learning styles, abilities, backgrounds and attitudes as they learn to read. Includes practicum. Prerequisite: Junior Block.

EDUC 0343 (F,S,Demand) 3 hrs. cr.
Content Area Literacy: Middle School

(Writing Intensive)
Expand and extend the knowledge base acquired from Introduction to Developmental Reading; explore, study, apply and assimilate new learning about effective reading/study-skill strategies appropriate to the development and needs of the middle-school population; design and construct enrichment materials to enhance reading in the content areas; develop knowledge on assessing middle-school students' needs, plan instruction based on those needs and select appropriate and effective reading/study-skills instruction

strategies; and focus on the importance of recreational reading as a lifetime habit. Includes practicum. Prerequisite: EDUC 342, taken concurrently with EDUC 470.

EDUC 0344 (S,Demand) 2 hrs. cr.

Teaching Speech and Theatre in Secondary School

Techniques, methods and course content used in teaching speech and theatre. Prerequisite(s): Recommend concurrent enrollment with Junior Block. Must be taken prior to professional education semester.

EDUC 0345 (F) 2 hrs. cr.

Teaching Foreign Language in PK-12

An introduction to the instructional materials and the methodology used in the teaching of foreign languages in PK-12. Prerequisite(s): Recommend concurrent enrollment with Junior Block. Must be taken prior to professional education semester.

EDUC 0348 (S) 2 hrs. cr.

Transition Services

A coordinated set of activities for a student designed within an out-come-oriented process that promotes movement from school to post-school activities, including post-secondary education, vocational training, integrated employment, continuing and adult education, adult services, independent living or community participation. Study of coordinated activities, including instruction, community experiences, employment and other post school adult living objectives. Prerequisite: EDUC 304. May be taken concurrently with or after the Junior Block.

EDUC 0380 (F,Demand) 3 hrs. cr.

Theories of Teaching English as a Second Language

An introduction to the fundamental concepts and processes of first and second language acquisition. A systematic overview of factors that affect an individual's ability to acquire a new language both during childhood and later in life. Special emphasis is on acquiring English as a second language in instructed settings. (May be taken concurrently with or after Junior Block).

EDUC 0381 (S,Demand) 3 hrs. cr.

Teaching in a Multicultural Society

The foundations of multicultural education along with approaches to multicultural education and teaching strategies applicable to all ages, grades and subjects. (May be taken concurrently with or after Junior Block).

EDUC 0385 (Demand) 3 hrs. cr.

Introduction to Teaching English to Speakers of Other Languages (TESOL)

This course is an overview of what Teaching English to Speakers of Other Languages (TESOL) entails. It is divided into five components: a. Methods and resources for teaching English as a second/foreign language, b. Language acquisition development, c. The structure of the English language, d. Assessing language learning and e. The role of culture in learning a second/foreign language. Prerequisite: Junior status or course instructor's permission.

EDUC 0387 (S,Demand) 3 hrs. cr.

Grammar for Pedagogical Purposes

A systematic overview of the elements of the English language. Focus on grammatical analysis and the approaches to English grammar that are particularly relevant for language educators. Linguistic analysis of academic tasks for making sound pedagogical decisions and scaffolding instruction. Prerequisite: Junior status.

EDUC 0402 (F,S) 2 hrs. cr.

Historical and Philosophical Perspectives in Education *(Writing Intensive)*

Analysis of the historical, philosophical, political and sociological aspects of education and their impact on professional educators today. Emphasis is on the development of the American education system from the colonial period and the acquisition of educational belief systems. Prerequisite: Recommend concurrent enrollment with Junior Block. Must be taken prior to the professional education semester.

EDUC 0403 (Demand) 3 hrs. cr.

Methods of Teaching Students with Mental Handicaps

Designed to help the prospective or in-service teacher understand mental retardation and how to work effectively with students with mental retardation. Includes appropriate curriculum, individualized program development and teaching strategies. Prerequisite: EDUC 304 & Junior Block.

EDUC 0404 (Demand) 3 hrs. cr.

Methods of Teaching Students with Learning Disabilities

Designed for the prospective or in-service teacher of students with learning disabilities: diagnosis, evaluation, programming, instructional approaches, instructional strategies and materials. Prerequisite: EDUC 304 and Junior Block.

EDUC 0405 (Demand) 3 hrs. cr.

Methods of Teaching Students with Behavior Disorders

Establishes a teaching rationale utilizing an individualized teaching strategy which enables the student with severe emotional disturbance to profit more fully from school experiences. Prerequisite: EDUC 304 and Junior Block.

EDUC 0407 (Su) 2 hrs. cr.

Overcoming Math Anxiety

Designed to help students overcome their personal mathematics anxiety, this course will also teach students how to stop the math anxiety cycle for their prospective elementary school students. Using a variety of intervention strategies and instruction in elementary education mathematics and mathematics education pedagogy, the course will enable students to help reduce, prevent and eliminate fear and avoidance of mathematics in future generations of students. Prerequisite: MATH 111 or MATH 119.

EDUC 0408 (F,Demand) 4 hrs. cr.

Assessment and Practicum in Early Childhood

An in-depth study of standardized early childhood screening instruments, informal observation techniques and current assessment strategies will be provided along with supervised administration, scoring and interpretation of standardized screening instruments. Course requires three hours of lecture and two clock-hours of practicum per week to practice systematic informal observation techniques and administer screening instruments, culminating in a written case study report. Prerequisites: EDUC 316, EDUC 318 and EDUC 319 or instructor permission.

EDUC 0410 (S,Demand) 3 hrs. cr.

Teaching in the Mild/Moderate: Cross-Categorical Classroom: K-12

A methods course designed to give students numerous examples of curricular and instructional methodologies in the teaching of elementary and secondary students with mild disabilities in cross-categorical classrooms. Methodologies for students with learning disabilities, mental handicaps, behavior disorders, physical disabilities and other health impairments are discussed. Prerequisite: EDUC 304 and Junior Block.

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EDUC 0412 (F,S,Demand) 2 hrs. cr.
Middle School Philosophy Organization, and Curriculum

Effective teaching and learning strategies for the Middle School and Junior High students, including comprehension of the developmental and academic needs of students. Designed for teacher education majors seeking middle school certification (Grades 5-9) and for others interested in upper elementary grades and curriculum and instruction. A 10 clock hour practicum is included. Prerequisite: Junior Block.

EDUC 0413 (F,S,Demand) 2 hrs. cr.
Methods of Teaching Students in the Middle Grades *(Writing Intensive)*

Exploration of middle school developmentally appropriate instructional planning, materials, evaluation and reporting of pupil progress. Student communication and personal development are stressed through exploratory programs and the balance of teaching and learning styles. Inquiry, problem solving and discovery methods used to show the importance of content knowledge and its application to decision making. Emphasis on the importance of interdisciplinary units of instruction to acculturate students. Designed for teacher education majors seeking middle school certification (Grades 5-9) and for others interested in upper elementary grades and curriculum and instruction. A 10 clock hour practicum is included. Prerequisite: Junior Block, EDUC 412 or recommended to be taken concurrently. Must be taken prior to professional education semester.

EDUC 0420 (F,S) 3 hrs. cr.
Introduction to Counseling *(Writing Intensive)*

Survey course exploring the role and function of counseling, including theories, techniques, legal issues, ethical issues, diversity and current issues and trends. Designed as an overview for the classroom teacher and the special educator for use with students and parents. Prerequisite: EDUC 302 or 304. Must be taken prior to or concurrently with the Junior Block.

EDUC 0422 (F,S,Demand) 2 hrs. cr.
Content Area Literacy: Secondary *(Writing Intensive)*

Secondary education majors explore, study and apply a variety of research-based and classroom-tested teaching/learning strategies designed to enhance and extend teaching in their content areas; develop and design materials that integrate reading, writing and conversation into their content areas; identify and modify critical thinking strategies relevant to their content areas; compile and understand effective reading/study skills components appropriate for secondary students; compose their philosophy of reading; and review assessment techniques relevant to reading in the secondary school. Prerequisite(s): Recommend concurrent enrollment with Junior Block. Must be taken prior to professional education semester.

EDUC 0423 (F,S) 2 hrs. cr.
Classroom Management

Classroom Management teaches an understanding of individual and group motivation and behavior to create a learning environment that encourages active engagement in learning, positive social interaction, and self-motivation. Current theory will be investigated to devise strategies for a proactive approach to managing student behavior, immediate responses to classroom situations, and long-term maintenance of a positive learning environment. To be taken concurrently with EDUC 329 and EDUC 321.

EDUC 0430 (F) 3 hrs. cr.
Language Development for Exceptional Children

Required for certification in special education. Basic structures of language, normal sequence of language acquisition and characteristics of language dis-

abilities. Strategies suggested for both assessing and remediating language delays or disorders. Prerequisite: EDUC 304. May be taken concurrently with Junior Block.

EDUC 0432 (F,S) 2 hrs. cr.
Critical Issues in Education

This course will concentrate on the exploration of current school problems with special regard to the following three categories: Law and Ethical Issues related to jurisprudence, legislation, and values; Classroom Management including dispositions for teachers and relationships with administration, pupils, parents, and the community; and Differentiation of Instruction to manage behavior and to accommodate the needs of learners in twenty-first century classrooms. The course includes field-based work and is part of the student teaching semester. Part of Professional Semester.

EDUC 0440 (F) 1 hr. cr.
International Student Teaching Seminar I

Offered to students selected to participate in the International Student Teaching Program. One credit hour of course work will be completed during the Fall Semester and one credit hour of course work will be completed during the Spring Semester. Class discussion will focus on the (given) culture, the applicable educational systems as they relate to the development of the American educational system and current educational trends in both countries. Specifically, the history, structure and pedagogical practices of both countries will be examined in a comparative education format. Specific travel requirements such as passports, insurance and cultural adaptation will be addressed. The culminating activity is the successful completion of student teaching abroad. Prerequisite: Enrollment is limited to selected program participants.

EDUC 0441 (S) 1 hr. cr.
International Student Teaching Seminar II

Offered to students selected to participate in the International Student Teaching Program. One credit hour of course work will be completed during the Fall Semester and one credit hour of course work will be completed during the Spring Semester. Class discussion will focus on the (given) culture, the applicable educational systems as they relate to the development of the American educational system and current educational trends in both countries. Specifically, the history, structure and pedagogical practices of both countries will be examined in a comparative education format. Specific travel requirements such as passports, insurance and cultural adaptation will be addressed. The culminating activity is the successful completion of student teaching abroad. Prerequisite: Enrollment is limited to selected program participants.

EDUC 0442 (F,S) 10 hrs. cr.
Student Teaching - Elementary

Supervised participation on the elementary level in an assigned off-campus school site. The elementary student teaching experience requires the student teacher to demonstrate his/her ability to be an entry-level, effective decision making teacher. Arrangements for placement are to be made in the semester preceding the actual student teaching block. Prerequisites: Please see Requirements for Admission to Student Teaching.

EDUC 0444 (F,S) 10 hrs. cr.
Student Teaching - Special Education

Supervised teaching in a special education setting in an assigned off-campus site. Course assignments require students to demonstrate their ability to be entry-level effective decision making teachers. Arrangements for placement are to be made in the semester preceding the actual student teaching block. The student will be required to divide the experience into two equal segments - elementary and secondary. Assignment to the sites is determined by the special education practicum assignment. Prerequisites: Please see Requirements for Admission to Student Teaching.

EDUC 0446 (F) 2 hrs. cr.
Practicum in Special Education

Clinical experience in special education settings with students who have mild/moderate disabilities. This experience will occur in one of the following classroom settings: cross-categorical, learning disabled, mentally handicapped or behavior disordered. Includes both time in special education classes and on-campus seminar sessions. Prerequisites: EDUC 304 and 3 credit hours of special education methods.

EDUC 0452 (F,S) 10 hrs. cr.
Student Teaching - Middle School

Supervised teaching on the middle school level in an assigned off-campus school site. The middle school teaching experience requires the student teacher to demonstrate his/her ability to be an entry-level, effective decision making teacher. Arrangements for placement are to be made in the semester preceding the actual student teaching block. Prerequisites: Please see Requirements for Admission to Student Teaching.

EDUC 0462 (F,S) 10 hrs. cr.
Student Teaching-Secondary

Supervised teaching on the secondary level in an assigned off-campus school site. The secondary school teaching experience requires the student teacher to demonstrate his/her ability to be an entry-level, effective decision making teacher. Arrangements for placements are to be made in the semester preceding the actual student teaching block. Prerequisites: Please see requirements for Admission to Student Teaching.

EDUC 0464 (F,S) 10 hrs. cr.
Student Teaching -(K-12)

Supervised teaching on the secondary and elementary levels in assigned off-campus school sites. The PK-12 teaching experience requires the student teacher to demonstrate his/her ability to be an entry-level, effective decision making teacher. The student will be required to divide the experience into two equal segments - elementary and secondary. Arrangements for placement are to be made in the semester preceding the actual student teaching block. Prerequisites: Please see Requirements for Admission to Student Teaching.

EDUC 0470 (F,S,Demand) 3 hrs. cr.
Diagnostic & Remedial Reading

Prepares the beginning remedial reading teacher and the regular classroom teacher to deal with remedial reading problems. Emphasis on diagnosing strengths and weaknesses in a student's reading as well as tutoring experience that provides developmentally appropriate instruction. Class requires administering informal assessments and reporting test results, student instruction and recommendations for future instruction. Prerequisites: EDUC 342, taken concurrently with EDUC 343.

EDUC 0471 (Demand) 3 hrs. cr.
Practicum in Diagnosis of Reading Difficulties

Practice in administering, interpreting and reporting diagnostic test results of reading assessments. Emphasis on developmentally appropriate instruction based on testing results. Requires working with a reading disabled student and may involve off campus travel. Prerequisites: EDUC 342 or EDUC 422, EDUC 343, EDUC 474. May be taken concurrently with EDUC 470.

EDUC 0474 (F) 3 hrs. cr.
Educational-Psychological Testing in Special Education

Comprehensive study of the various psycho-educational assessment techniques for diagnosis of learning problems of exceptional children, including educational, intelligence and psychomotor. Emphasis on translating assessment data to remedial programs. Prerequisites: EDUC 304, PSY 310 and Junior Block.

EDUC 0480 (Su,Demand) 3 hrs. cr.
Methods & Techniques for TESOL

Current program designs for teaching English language learners with a focus on English as a second language and sheltered immersion. Recent methodologies in language teaching, such as task-based and content-based instruction. Effective techniques for developing language skills, curriculum development, lesson planning, needs and task analysis. (May be taken concurrently with or after Junior Block).

EDUC 0481 (F,Su,Demand) 3 hrs. cr.
Material Development and Assessment for TESOL

Considerations for evaluating, selecting and adapting materials for the development of reading, writing, listening and speaking skills. The use of a variety of assessment methodologies to guide instruction and practice, evaluate language proficiency and measure learner progress, especially in the context of content-based English language instruction. Prerequisite: Junior Block.

EDUC 0482 (F,S,Demand) 3 hrs. cr.
Practicum for Teaching English to Speakers of Other Languages

The application of TESOL coursework supervised by the TESOL faculty. Training in the sheltered instruction observation protocol (SIOP) with particular attention given to implementing language objectives. Supervised practical classroom experience. Prerequisites: EDUC 380, EDUC 381, EDUC 480 and EDUC 481 and Junior Block.

EDUC 0483 (Demand) 2 hrs. cr.
Comparative Education and Cultures

One credit hour of course work will be completed on campus prior to and following the field experience. Class lectures will focus on the culture and educational systems of designated countries as they relate to the development of the American education system and current educational trends in the various applicable cultures. One additional credit hour of the course will be gained from the field experience component. Travel in cultures studied will include visits in schools with interviews arranged to meet the certification profile of class participants.

EDUC 0484 (Demand) 1-2 hrs. cr.
Seminar in Science Education

This course is designed to explore science and science education related to topics not currently in the required teacher education curriculum. Offerings will vary by term to meet the needs of students and availability of faculty. Prerequisite: Completion of Junior Block and permission of instructor.

EDUC 0498 (Demand) 1-3 hrs. cr.
Seminar in Problems of Education

A weekly seminar for upper division majors. Credit hours determined by the department each semester. Covers specialized knowledge and/or current research in the discipline. Topics vary by semester and situation. Prerequisites: Advanced standing and consent of department head.

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EDUC 0499 (Demand)

1-3 hrs. cr.

Independent Study

Structured by the adviser with approval of department head. Prerequisites: Advanced standing in the major field and approval of adviser and department head.

CHILD DEVELOPMENT CENTER

Taylor Hall 246, 417.625.9360 or 417.625.3178

Nikki D. Tappana, Acting Director

Staff: Cole, Miller, VanDine

The Child Development Center (CDC) serves as the child care center for children of students, faculty, staff and alumni. The CDC has been in operation since 1986. It is licensed by the Missouri Department of Health and Senior Services to care for children from six weeks through five years old. The CDC has been accredited by Missouri Accreditation since 1996. The center is also utilized by students in various departments for child observation, research and practicum experiences. The Child Development Center is committed to providing high quality care and early education in a safe, nurturing and supportive environment for optimal growth and development of the children enrolled.

School of Technology

Aviation

Computer Information Science

Criminal Justice Administration

Dental Hygiene

Engineering Technology

Health Science

Juvenile Justice

Law Enforcement

Medical Technology

Nursing

Paramedic

Pre-Engineering

Radiologic Technology

Respiratory Therapy

School Dean

Tia M. Strait

Public Safety Center 126, 417.625.3155**Degrees and Majors****Bachelor of Science**

- Computer Information Science
- Bioinformatics
- Information Systems
- Computer Forensics
- Computer Science
- Computational Mathematics
- Information Technology
- Computer Technology
- Criminal Justice
- Computer Forensics
- Health Science
- Engineering Technology
- Industrial Engineering Technology
- Industrial Technology Education
- Juvenile Justice
- Medical Technology
- Nursing

Associate of Science

- Engineering Technology
- Drafting and Design Engineering Technology
- Manufacturing Engineering Technology
- Computer Information Science
- Information Systems
- Dental Hygiene
- Law Enforcement
- Radiologic Technology
- Respiratory Therapy

Certificate

- Emergency Medical Technician
- Emergency Medical Technician
- Paramedic
- Manufacturing Application
- Missouri Peace Officer Training
- Fire Academy

Certificate of Competency

- CAD Operator
- CNC Operator
- Reverse Engineering Technician
- Quality Technician
- Six Sigma Green Belt / Six Sigma Black Belt

Options and Emphases

- Health Science Degree
- Dental Hygiene
- Radiology Technology
- Respiratory Therapy
- Transfer Allied Health Majors
- Business /Life-Health Science
- Aviation
- Land Surveyor in Training
- Pre-Engineering

Minors

- Computer Science
- Information Systems
- Network Systems Administration
- Website Administration
- Criminal Justice Administration
- Crime Scene Investigation (CSI)
- Juvenile Justice
- Engineering Technology
- Process Improvement

Mission

The mission of the School of Health Sciences, Public Safety and Technology is to develop high quality, well-educated students with degrees and certificates in professional fields such as criminal justice, computer information science, engineering and health care. This specialized education is supported by a liberal arts and global perspectives curriculum that also includes experiential learning opportunities. The school is committed to the advancement of discipline-specific knowledge, improvement of society and service to all its stakeholders.

Role

The School of Health Sciences, Public Safety and Technology is one of the four major instructional entities of Missouri Southern. As such, it offers quality instruction by and under the leadership of professional educators who also have the advantage of actual work experience in business, industry, health care and government. Instruction is further enhanced by the utilization of qualified individuals from business and professionals in the community as guest lecturers and part-time instructors.

Courses offered by individual departments within the School of Health Sciences, Public Safety and Technology are specifically career oriented toward a specialized field. The faculty in these departments recognize the necessity of providing an understanding of the relationships between careers and society; therefore, courses from the fine arts, humanities and natural sciences, as well as courses to refine a student's ability to read, write, speak and think are a required part of each department's curriculum. As a result, the students majoring in the various curricula in the School of Health Sciences, Public Safety and Technology are an integral part of the entire student body.

All courses offered in the School of Health Sciences, Public Safety and Technology are designed to provide students with the experience, skills or expertise that enable them to enter their professional field and meet requirements imposed by any certifying and licensing examination that may be required.

The School of Health Sciences, Public Safety and Technology also recognizes that in many respects the community is also a classroom. Therefore, a number of curricula include courses that are offered by other educational agencies. In some courses, area facilities are used as laboratory resources with students utilizing them under the direct supervision of regular university instructional personnel.

The School of Health Sciences, Public Safety and Technology offers curricula leading to a Master of Science, Bachelor of Science and Associate of Science degrees as well as certificates. Programs of shorter duration required for licensure or certification also are offered, often in conjunction with the Division of Lifelong Learning. Numerous courses and workshops are offered to meet specific and often rapidly emerging demands of business, industry and public services.

All departments work closely with advisory boards composed of professionals from area business, industry, government and health care. The advisory board assists the faculty of the various departments in maintaining relevancy of curriculum content and identifying special needs that can be addressed through continuing education programs.

Goals

The goals of the School of Health Sciences, Public Safety and Technology are:

1. To provide opportunities for students to prepare for a broad range of established and emerging careers;
2. To maintain and develop curricula which provide the opportunity for students to obtain the background in liberal arts and sciences so they may appreciate their heritage and contemporary society to become a contributing member of their society;
3. To provide programs in the most cost effective method possible, that are cognizant of contemporary requirements of career fields and which provide best available preparation for emerging requirements;
4. To provide opportunities and encouragement for faculty and staff to remain current and conduct research in their respective disciplines;
5. To provide instructional facilities and equipment essential to the maintenance of academically excellent instruction;
6. To provide a variety of supportive functions that serve a variety of area needs;
7. To offer quality programs and in areas where required, maintain program content necessary for special accreditation;
8. To offer a variety of continuing education programs to meet special needs and demands;
9. To encourage faculty to provide consultation services and otherwise serve as resources for the area;
10. To advise people, including students and potential students, regarding knowledge, skills and abilities required to enter and succeed in various career fields;
11. To assist faculty to meet and maintain eligibility for special certification required in numerous programs.

AVIATION

Public Safety Center • 417.625.9328

The Aviation Program is offered in affiliation with the Mizzou Aviation Company of Joplin, Missouri. Special fees above tuition are required for this course.

For additional information contact:

Dr. Tia M. Strait
Office: Public Safety Center 126
Phone: 417.625.3155
Email: strait-t@mssu.edu

Course Descriptions

AV 0200 (Demand) Basic Pilot Training

5 hrs. cr.

An integrated course designed to meet ground school and flight training requirements for eligibility to take the Federal Aviation Administration examination for a Private Pilot Certificate. In addition to scheduled ground school classes, the course requires approximately 45 hours of dual and solo flight and check flight. Credit is awarded when the FAA certificate is obtained. Special fees and a third class medical certificate are required. Special fees for this course include plane rental and examiners test fee. Course grade is recorded as Pass or Fail.

COMPUTER INFORMATION SCIENCE

Plaster Hall 223 • 417.625.9383

Faculty Oakes - Head, Collins, Herr, Pinet, Schiavo, Tunnell

Mission

The Computer Information Science (CIS) Department provides opportunities for a broad undergraduate education in the many aspects of computer information technology. The program offers courses of instruction that develop a thorough understanding of current methods used in the design and implementation of computer based solutions.

Fundamental Values: Pursuant to the department's educational mission, the faculty:

- Maintains the currency of the curriculum through ongoing research and consultation with industry representatives.
- Engages in professional development that allows its members to remain current in their fields and to provide technological leadership to the university community.
- Is committed to the success of its students, both during and after college.

Program Goals: The Computer Information Science program will produce graduates who:

- Understand and can utilize core information technologies.
- Can analyze, design and implement effective technology based solutions.
- Have requisite communication and quantitative skills.
- Work effectively as team members.
- Are committed to lifelong personal and professional development.
- Conduct themselves in an honorable and ethical manner.

Curricula Options: Within this context, the Department offers the following curricula options:

- Bachelor of Science in CIS—Information Technology
- Bachelor of Science in CIS—Information Systems
- Bachelor of Science in CIS—Computational Mathematics
- Bachelor of Science in CIS—Bioinformatics
- Bachelor of Science in CIS—Computer Forensics
- Bachelor of Science in CIS—Computer Technology

- Minor in CIS–Network Systems Administration
- Minor in CIS–Information Systems
- Minor in CIS–Website Administration
- Minor in CIS–Information Assurance and Security
- Associate of Science in CIS

The six **Bachelor of Science in CIS** alternatives prepare the student for graduate school or entry-level positions such as systems programmer, systems analyst, applications programmer, database administrator, bioinformatics specialist, computer forensics analyst, user support specialist, network administrator or website administrator.

Information Technology and **Information Systems** are distinguished by selected courses that develop the student's understanding of an organization's information requirements and procedures for designing and implementing an information system that will facilitate its management. The Information Systems option results in a minor in Business while Information Technology allows the most flexibility in selecting supporting courses.

Computational Mathematics meets the requirements for a double major in Computer Information Science and Mathematics. The student takes CIS and mathematics classes that develop an expertise in applied mathematics and the theoretical foundations of computer science. Such knowledge is required to design and implement computer solutions for a wide range of problems encountered in science and engineering.

Bioinformatics provides for a double major in Computer Information Science and Biology. Bioinformatics is an emerging discipline that is concerned with designing and implementing computational algorithms for managing, processing and analyzing databases of genetic sequences.

Computer Forensics fulfills the requirements for a double major in Computer Information Science and Criminal Justice Administration. Computer Forensics involves techniques for securing computer networks as a precaution against criminal threat. In addition, it includes the identification, extraction, preservation and documentation of computer evidence for the purpose of identifying and prosecuting perpetrators of computer-based crime.

The **Computer Technology** option not only meets the requirements for a Bachelor of Science in CIS, but also qualifies the student for an Associate of Science degree in Drafting and Design Engineering Technology (DDET).

A minor or associate of science provides the student pursuing some other major with a credential and expertise in computing, an enhancement that is becoming increasingly important in almost every area of science, education, business and the arts. The Network Systems Administration alternative is designed to provide the student with the knowledge base necessary for managing local/wide area computer networks, as well as being able to provide user support and training in the area of personal computer hardware and application software. The Website Administration curriculum focuses on the knowledge and skills needed to build and provide on-going support for effective and useful Internet websites. The Information Assurance and Security minor develops the skills needed for the protection of computer networks and institutional data.

In addition to these options, the Computer Information Science Department and the School of Business Administration have developed a curriculum alternative that will qualify the student for a Bachelor of Science in CIS, along with a Bachelor of Business Administration degree with a selected emphasis such as accounting, finance and economics, marketing, management, international business or general business.

The nature of Computer Information Science is such that a student selecting this major should enjoy and have a talent for solving problems. The effectiveness of the CIS curricula is measured by the success of our graduates. Their average starting salaries are among the highest when compared to other

majors and placement records indicate that they have enjoyed an excellent placement rate. Many hold positions as middle and upper-level managers for a wide range of organizations and several have earned graduate degrees.

Only courses in which a student has earned a grade of 'C' or above will satisfy departmental requirements for the major or minor in Computer Information Science.

Computer Information Science

	Semester Hours
CIS Core Requirements:	
CIS 110 Programming I	3
CIS 202 Information Systems I	3
CIS 210 Programming II	3
CIS 310 Database Management	3
CIS 315 Computer Networks	3
CIS 345 UNIX System Administration	3
CIS 350 Data Structures	3
CIS 375 IT Project Management	3
CIS 410 Information Systems II (WI)	3
CIS 425 Database Management II (WI)	3
CIS 450 Operating Systems (WI)	3
Total CIS Core Requirements	33

Bachelor of Science in CIS – Information Technology Option

Major Code CI04

	Semester Hours
General Education Requirements (p. 45) 47*	44
CIS Core Requirements	33
Professional Electives	18
(Choose 2 pairs from the following 3 pairs of courses)	
CIS 230 Programming with RPG and	
CIS 321 Advanced RPG	
OR	
CIS 234 Programming with COBOL and	
CIS 334 Advanced COBOL	
OR	
CIS 308 Website Administration I and	
CIS 340 Website Administration II	12
CIS Electives**	6
Supporting Concentration***	15
Supporting Requirements	3
MATH 130 College Algebra or Above	3
General Electives	11
Total	124

*Math course in major requirements satisfies three hours of the General Education Requirements.

**May not select CIS 101, 105 or 305.

***Must be approved by the student's adviser and the CIS department head.

Bachelor of Science in CIS – Information Technology with a Minor in Process Improvement Option

Major Code CI11

Minor Code IE85

	Semester Hours
General Education Requirements (p. 45) 47*	44
CIS Core Requirements	33
Professional Electives	18
(Choose 2 pairs from the following 3 pairs of courses)	
CIS 230 Programming with RPG and	
CIS 321 Advanced RPG	
OR	
CIS 234 Programming with COBOL and	
CIS 334 Advanced COBOL	
OR	
CIS 308 Website Administration I and	
CIS 340 Website Administration II	12
CIS Electives**	6
Supporting Concentration	18
IET 205 Computer Applications and Cost Analysis	3
IET 315 Probability and Statistics for Engineers	
OR	
MATH 310 Elementary Statistics	
OR	
GB 321 Business Statistics	
OR	
PSY 320 Applied Statistics for the Behavioral	
and Natural Sciences	3
IET 320 Applied Statistical Control	3
IET 355 Work Measurement Ergonomics	3
IET 440 Six Sigma Methodology	3
IET 460 Competitive Industrial Practices	3
Supporting Requirements	3
MATH 130 College Algebra or above	3
General Electives	8
Total	124

*Math course in major requirements satisfies three hours of the General Education Requirements.

Bachelor of Science in CIS and Minor in General Business – Information Systems Option

Major Code CI03

	Semester Hours
General Education Requirements (p. 45) 47*	41
CIS Core Requirements	33
Business Requirements	36
ACCT 201 Principles of Financial Accounting	3
ACCT 202 Principles of Managerial Accounting	3
ECON 201 Principles of Economics (Macro)	3
ECON 202 Principles of Economics (Micro)	3
ECON 350 Financial Management	3
GB 301 Legal Environment of Business I	3
GB 320 Business Communication (WI)	3
GB 321 Business Statistics I	3
IB 310 International Business	3
MM 300 Principles of Marketing	3
MM 350 Principles of Management (WI)	3
MM 452 Strategic Management (WI)	3
Supporting Requirement	3

MATH 130 College Algebra or above	3
General Electives	11
Total	124

*Math and economics courses in major requirements satisfy six hours of the General Education Requirements.

Bachelor of Science in CIS and Bachelor of Science in Math – Computational Math Option

Major Code CI02

	Semester Hours
General Education Requirements (p. 45) 47*	39
CIS Core Requirements	33
Mathematics Core	34
MATH 150 Calculus I	5
MATH 250 Calculus II	5
MATH 260 Calculus III	3
MATH 300 Fundamentals of Math Thought	3
MATH 340 Discrete Mathematics	3
MATH 350 Introduction to Numerical Analysis	3
MATH 351 Linear Algebra	3
MATH 361 Probability and Statistics I	3
MATH 371 Operations Research (WI)	3
MATH Elective above 320	3
Supporting Requirements	10
PHYS 250 General Physics I	2
PHYS 260 General Physics II	3
CHEM 151 General Chemistry I / Lab	5
General Electives	8
Total	124

*Math and physics courses in major requirements satisfy eight hours of the General Education Requirements.

Bachelor of Science in CIS and Bachelor of Science in Biology – Bioinformatics Option

Major Code CI00

	Semester Hours
General Education Requirements (p. 45) 47*	35
CIS Core Requirements	33
Biology Requirements	33
BIO 101	
OR	
BIO 105 General Biology	4
BIO 210 Molecular Biology (WI)	4
BIO 231 General & Medical Microbiology	5
BIO 305 Genetics (WI)	4
BIO 405 Bioinformatics	3
BIO Upper Division Electives**	13
Supporting Requirements	18
BIO 290 Research Methods in Biology (WI)	3
CHEM 120 Chemistry for Allied Health Sciences	5
MATH 140 College Algebra & Trigonometry	5
PHYS 151 Elementary College Physics	5
General Electives	5
Total	124

*Math, physics and biology courses in major requirements satisfy twelve hours of the General Education Requirements.

**Choose from the following courses: BIO 301, BIO 303, BIO 304, BIO 308, BIO 350, BIO 362, BIO 431, BIO 440, BIO 442, BIO 450, BIO 456, BIO 464, BIO 499.

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Bachelor of Science in CIS and Bachelor of Science in Criminal Justice Administration – Computer Forensics Option

Major Code CI05

	Semester Hours
General Education Requirements (p. 45) 47*	44
CIS Requirements	36
CIS 110 Programming I	3
CIS 202 Information Systems I	3
CIS 210 Programming II	3
CIS 310 Database Management I	3
CIS 315 Computer Networks	3
CIS 345 UNIX System Administration	3
CIS 350 Data Structures	3
CIS 410 Information Systems II (WI)	3
CIS 425 Database Management II (WI)	3
CIS 440 Computer Forensics I	3
CIS 445 Computer Forensics II	3
CIS 450 Operating Systems (WI)	3
CJAD Requirements	33
LE 100 Introduction to Criminal Justice	3
LE 200 Crime Scene Investigation I	3
LE 210 Criminal Procedures	3
LE 232 Ethics Criminal Justice	3
LE 250 Criminal Law	3
LE 280 Interview & Report Writing (WI)	3
CJAD 330 Asset Protection	3
CJAD 340 Crime Scene Investigation II	3
CJAD Upper Division Electives	9**
Supporting Requirement	3
MATH 130 College Algebra or above	3
General Electives	8
Total	124

*Math course in major requirements satisfies three hours of the General Education Requirement.

**One upper division elective needs to be writing intensive.

Bachelor of Science in CIS and Associate of Science in Drafting & Design Engineering Technology (DDET) – Computer Technology Option

Major Code CI06

	Semester Hours
General Education Requirements (p. 45) 47*	44
CIS Requirements	33
MET/DDET Core	30
DDET 110 Engineering Graphics I	3
DDET 115 Introduction to 3D CAD	3
DDET 120 Descriptive Geometry	3
DDET 130 Engineering Graphics II	3
DDET 204 Industrial Statics	3
DDET 210 Technical Illustration	3
DDET 230 Elementary Surveying	3
DDET 260 Engineering Graphics III	3
MET 100 Introduction to Machine Tools	3
MET 240 Industrial Materials	3
Supporting Requirements	3
MATH 135 Trigonometry	3
General Electives	14
Total	124

*Math course in major requirements satisfies three hours of the General Education Requirements.

Minor in CIS – Network Systems Administration

Minor Code CI82

	Semester Hours
CIS Requirements	21
CIS 110 Programming I	3
CIS 210 Programming II	3
CIS 315 Computer Networks	3
CIS 325 Windows LAN Administration	3
CIS 345 UNIX System Administration	3
CIS 355 Network Security	3
CIS Elective*	3
Total	21

*May not select CIS 101, 105 or 305.

Minor in CIS – Information Systems

Minor Code CI80

	Semester Hours
CIS Requirements	21
CIS 110 Programming I	3
CIS 202 Information Systems I	3
CIS 210 Programming II	3
CIS 310 Database Management Systems I	3
CIS 410 Information Systems II (WI)	3
CIS Electives*	6
Total	21

*May not select CIS 101, 105 or 305.

Minor in CIS – Website Administration

Minor Code CI83

	Semester Hours
CIS Requirements	21
CIS 110 Programming I	3
CIS 210 Programming II	3
CIS 308 Website Administration I	3
CIS 310 Database Management Systems I	3
CIS 340 Website Administration II	3
CIS 345 UNIX System Administration	3
CIS 370 Programming with Java	3
Total	21

Minor in CIS – Information Assurance and Security

Minor Code CI84

	Semester Hours
CIS Requirements	27
CIS 110 Programming I	3
CIS 210 Programming II	3
CIS 315 Computer Networks	3
CIS 325 Windows LAN Administration	3
CIS 345 UNIX System Administration	3
CIS 355 Enterprise Network Admin & Security	3
CIS 405 Cryptography and .NET Security	3
CIS 440 Computer Forensics I	3
CIS 445 Computer Forensics II	3
Total	27

Associate of Science in CIS –Information Systems

Major Code CI07

	Semester Hours
General Education Requirements (p. 46) 27-28*	24-25
CIS Requirements	27
CIS 110 Programming I	3
CIS 202 Information Systems I	3
CIS 210 Programming II	3
CIS 310 Database Management Systems I	3
CIS 410 Information Systems II (WI)	3
CIS Electives**	12
Supporting Requirements	3
MATH 130 College Algebra or above	3
General Electives	9-10
Total	64-65

*Math course in major requirements satisfies three hours of the General Education Requirements.

**May not select CIS 101, 105 or 305.

For additional information contact:

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Email: oakes-j@mssu.edu

Course Descriptions

CIS 0101 (Demand) 3 hrs. cr.

Internet Computing: Getting Connected

Introduces the student to the effective use of the various resources of the Internet. Topics will include hardware requirements, software setup, browsing, searching, publishing, sharing and communicating. The course will consider the social issues of using the Internet in a safe and ethically responsible way. The student will develop and post personal web pages. Prerequisite: A basic background in using Windows.

CIS 0105 (F,S) 3 hrs. cr.

Introduction to Microcomputer Use

Instruction in the fundamental use of microcomputers through packaged software and operating systems. The course provides a broad introduction to hardware, software, computer networks, online social networking and library database searches. Major application areas are discussed, such as word processing, spreadsheets and presentation tools.

CIS 0110 (F,S) 3 hrs. cr.

Programming I

Introduces programming in a personal computer-based environment. The student will learn the fundamentals of PC hardware, operating systems and programming. Special emphasis is placed on proper program style, including modularity and structured design. The language of implementation is Visual C#. Co-requisite: MATH 130 or above.

CIS 0202 (F,S) 3 hrs. cr.

Information Systems I

This course provides an overview of the broad field of information systems and technology. Explores the function of information systems and technology in modern organizations. Explores the options for graduates in the field. Introduces terms and concepts that are used throughout the field. Examines options for professional development in the field. Examines the design of information systems. Emphasizes the student's ability to clarify problem statements and define objectives with discussion of analysis of information systems using standard methodologies.

CIS 0210 (F,S) 3 hrs. cr.

Programming II

Continued development of the programming and problem solving skills introduced in CIS 110. Structured programming and the object-oriented paradigm are emphasized. Includes an in-depth coverage of strings, arrays, files, classes and namespaces. Introduces Windows application programming. The language of implementation is Visual C#. Prerequisite: CIS 110 with a grade of 'C' or above.

CIS 0230 (S) 3 hrs. cr.

Programming with RPG

Introduces the programming language RPG in an OS/400 environment. Includes language syntax and practice in preparing, compiling and executing applications of increasing complexity. Prerequisite: CIS 210 with a grade of 'C' or above.

CIS 0234 (F) 3 hrs. cr.

Programming with COBOL

Methods and techniques for solving business related problems using the business oriented language COBOL. Applications may include payroll processing, inventory control, billing systems. Syntax of the language, report production using both sequential and indexed files and structured methodologies are major topics. Prerequisite: CIS 210 with a grade of 'C' or above.

CIS 0298 (Demand) 1-3 hrs. cr.

Topics in Computer Information Science

Addresses emerging topics in computer science and management information systems. Each offering will be on a subject not normally included in another course. Prerequisites may be specified in each course syllabus.

CIS 0305 (F,S) 3 hrs. cr.

Microcomputer Applications

Provides an overview of the most common environment and software tools for the serious user of microcomputers. Hardware topics are included to allow the student to compare and select from system configurations according to their application's requirements. An introduction to the basic elements of an operating system and a graphic user interface is followed by intensive practice with the major components of an integrated software suite of applications: word processing, spreadsheets, graphics and presentation software. A variety of data communications topics are included from the use of a local area network through connections to a world-wide system. Prerequisite: CIS 105 (or higher) or MM237 or DDET 115 or consent of the department head.

CIS 0308 (S) 3 hrs. cr.

Website Administration I

Provides an introduction to the administration of a World Wide Website. Includes Internet concepts, design strategies, graphic and multimedia construction, legal and ethical implications, dynamic HTML and client-side programming. Prerequisite: CIS 110 with a grade of 'C' or above.

CIS 0310 (F,S) 3 hrs. cr.**Database Management Systems I**

Introduces the fundamentals of database management, relational database management systems and programming for GUI. Database topics covered include entities, attributes, relationships, transactions, queries and integrity rules. Server side database concepts are illustrated with MS Access. The client side user interface and business logic is implemented in Visual Basic. Prerequisite: CIS 210 with a grade of 'C' or above.

CIS 0315 (F,S) 3 hrs. cr.**Computer Networks**

Introduces the hardware and software that are integrated to form a computer network. Topics include an in-depth look at TCP/IP, data communication hardware, public networks such as the Internet and LAN and WAN network standards. Co-requisite: CIS 110 or CIS 305 or DDET 115 or MM 237.

CIS 0321 (F) 3 hrs. cr.**Advanced RPG**

Emphasizes online programming of business applications. Major topics include file creation and maintenance, structured methodologies, advanced features of RPG, IBM OS environment, CL programming, Queries, Database, SQL and Internet application connectivity. Prerequisite: CIS 230 with a grade of 'C' or above.

CIS 0325 (S) 3 hrs. cr.**Windows LAN Administration**

Provides a thorough introduction to the design, installation and management of Microsoft Server local area networks. Network configuration, security, backup and recovery are major topics. User rights and privileges, file and device sharing and Web applications are also covered. Prerequisite: CIS 315 with a grade of 'C' or above.

CIS 0334 (S) 3 hrs. cr.**Advanced COBOL**

On-line programming and special considerations implicit in real-time business applications are studied. Creation and maintenance of indexed and sequential files and advanced features of COBOL are major topics. Prerequisite: CIS 234 with a grade of 'C' or above.

CIS 0340 (F) 3 hrs. cr.**Website Administration II**

Continued development of subjects related to the administration of a World Wide Website. Emphasizes server-side programming issues. Particularly concerned with the creation and maintenance of a commercial site. Includes syntax and practice in ASP, CSS, CGI/Perl, VBScript, JavaScript and XML. Prerequisites: CIS 308 and CIS 310, with a grade of 'C' or above.

CIS 0345 (F,S) 3 hrs. cr.**UNIX System Administration**

Introduces the UNIX operating system. Topics covered include basic UNIX commands, system configuration, the file system, process control, shell programming, the network file system, CGI programming and system security. Prerequisites: CIS 210 and CIS 315 with a grade of 'C' or above.

CIS 0350 (F,S) 3 hrs. cr.**Data Structures**

Provides for the continued development of the student's knowledge of data structures and object-oriented programming. Includes an in-depth coverage of linked lists, stacks, queues, trees and graphs. Special emphasis is placed on the coverage of algorithms that are designed to efficiently manipu-

late these structures and techniques for selecting the most appropriate data structures for a given application. The language of implementation is Visual C#. Prerequisite: CIS 310 with a grade of 'C' or above.

CIS 0355 (S) 3 hrs. cr.**Enterprise Network Administration and Security**

Covers essential techniques and best practices for securing an enterprise inter-network. Major topics include routing and inter-network design, firewalls, proxy servers, authentication and encryption, virtual private networks, security policy design, disaster recovery planning, hardware troubleshooting and performance analysis. Prerequisites: CIS 315 and CIS 345 with a grade of 'C' or above. Co-requisite: CIS 325.

CIS 0365 (S) 3 hrs. cr.**Programming Computer Games**

This course will study basic concepts and techniques for developing computer games. It will cover the basic game programming techniques using XNA Game Studio and various aspects of related knowledge including game architecture, computer graphics, user interaction, animation, audio, networks and artificial intelligence. The implementation is through Visual C# and XNA Game Studio. Prerequisite: CIS 210 with a grade of 'C' or above.

CIS 0370 (F) 3 hrs. cr.**Programming with Java**

Introduces the student to the Java programming platform. Applications and problems considered include in-depth object oriented design strategies, graphical user interfaces, exception handling, Internet programming and multimedia. Prerequisite: CIS 210 with a grade of 'C' or above.

CIS 375 (F) 3 hrs. cr.**Information Technology Project Management**

Emphasizes managerial and analytical skills more than technological skills. The course will provide an introduction to Project Management Body of Knowledge (PMBOK®) and will use industry standard project management software to model skills in project definition and planning, and also the response to unexpected changes in environment, resources, or other features. Finally, it will include a section on the human side of management, in particular management of high-tech employees. Prerequisites: CIS 202 - Information Systems I and Junior or above standing or permission of the instructor.

CIS 0401 (F,S) 1-3 hrs. cr.**Internship in Computer Information Science**

A limited number of computer information science students may serve an internship of 15 to 20 hours per week for up to 16 weeks. Credit hours will be arranged through the coordinator of the internship program. The intern will work for a local-cooperating firm in a production information technology environment gaining valuable experience in programming and/or systems analysis and design. The on-site work will be supervised by a professional employee of the firm and overseen by an MSSU faculty member. Prerequisites: Upper division standing, department head approval and an overall GPA of 3.0. This course may be repeated at most one time for additional credit.

CIS 0405 (F) 3 hrs. cr.**Cryptography & .NET Security**

This course provides an introduction to implementing the security and cryptography features found in the .NET platform. Students will gain a knowledge of basic cryptography theory and learn to use symmetric algorithms, asymmetric algorithms and digital signatures. Prerequisite: CIS 210 with a grade of 'C' or above or permission of the instructor.

CIS 0410 (F) 3 hrs. cr.
Information Systems II (Writing Intensive)

Continued development of the ability to analyze and design computer-based information systems. Includes coverage of analysis and design methodologies, computer-aided software engineering tools and project management techniques. Topics are illustrated with in-depth case studies. Emphasizes teamwork. Prerequisites: CIS 202 and 310 with a grade of 'C' or above.

CIS 0425 (S) 3 hrs. cr.
Database Management Systems II (Writing Intensive)

Includes a survey of database management theories with experience in the application of database technology. An emphasis will be placed on the relational model. Functions of database management systems, data modeling and database systems design and implementation in a client/server environment are stressed through case studies. Prerequisites: CIS 310 and CIS 410, with a grade of 'C' or above.

CIS 0430 (Demand) 3 hrs. cr.
Introduction to Artificial Intelligence

Introduces the process of developing intelligent computer software. Topics covered include knowledge abstraction and representation, heuristic search techniques, game playing, expert systems and meta-programming. Prerequisite: CIS 350 with a grade of 'C' or above.

CIS 0435 (Demand) 3 hrs. cr.
Data Mining

Introduces data warehousing and data mining. The former being a standard approach to archiving summary data for analysis; the latter being techniques of analysis intended to discover subtle and unexpected relationships in the historical data, for use in design, marketing, research and engineering. Topics include concepts, principles and architectures and the design and implementation of Data Mining applications. Prerequisites: CIS 310 and (GB 321 or MATH 310 or MATH 361 or BIO 290) with a grade of 'C' or above.

CIS 0440 (S) 3 hrs. cr.
Computer Forensics I

Introduces the basics of computer forensics. Topics covered include backups and data recovery, hard drive imaging and forensic analysis of recovered data, data hiding and encryption techniques, reconstruction of past events, techniques used to compromise and safeguard computers, surveillance tools, analysis of data and collection and preservation of electronic evidence. Students will be introduced to forensic techniques and available electronic tools for forensic analysis. A basic knowledge of networks and UNIX/Linux, as well as a thorough knowledge of Windows is assumed. Prerequisites: CIS 315 and CIS 345 with a grade of 'C' or above.

CIS 0445 (F) 3 hrs. cr.
Computer Forensics II

A continuation of Computer Forensics I with an emphasis on the use of the professional forensic software tools like Access Data's Forensic Tool Kit and Guidance Software's EnCase. Prerequisite: CIS 440 with a grade of 'C' or above.

CIS 0450 (F) 3 hrs. cr.
Operating Systems (Writing Intensive)

Fundamental concepts of operating system design. Emphasis is placed on identifying the problems an operating system must solve and considering the range of alternative solutions that may be implemented. Topics include process management, memory management, processor management, auxiliary storage management and security. The Linux operating system is highlighted. Prerequisite: CIS 350 with a grade of 'C' or above. Co-requisite: CIS 345.

CIS 0498 (Demand) 1-3 hrs. cr.
Advanced Topics in Computer Information Science

Addresses emerging topics in computer science and management information systems. Each offering will be on a subject not normally included in another course. Prerequisite: May be specified in each course syllabus.

CIS 0499 (Demand) 1-3 hrs. cr.
Independent Study

The adviser, with approval of the department head, structures an independent study course. Prerequisite: Upper division standing with an overall GPA of 3.0 or above. The adviser, the department head and the dean of the school must approve registration in the course.

CRIMINAL JUSTICE ADMINISTRATION

Public Safety Center 109 • 417.625.9302

Faculty Spencer – Interim Director, Adams, Scott, Spurlin, Wilson

Mission

The mission of the Criminal Justice Administration Department is to encourage lifelong learning and scholarship, to produce qualified and knowledgeable graduates and to foster development of ethical professionals prepared for leadership positions in the criminal justice and justice fields. The department is devoted to emphasizing quality teaching and learning, to providing an international perspective and to promoting the value of community service. The Department seeks to further the study and understanding of criminal justice through our teaching, service to the University and service to the community.

In addition to the extremely versatile Bachelor of Science degree in Criminal Justice Administration and the Associate of Science in Law Enforcement, the Criminal Justice Department offers the Bachelor of Science in Juvenile Justice. Another recent addition is the dual degree in Computer Forensics, offered with the Computer Information Science Department.

These exciting degree programs are complemented by four minors, including criminal justice administration, juvenile justice, corrections and the very popular CSI-Crime Scene Investigation. The many new combinations offer a myriad of opportunities for students who are seeking careers in the justice system and justice related fields.

The Criminal Justice Administration degree offers academic training coupled with "real world" practical training for students pursuing careers as criminal justice professionals. The Criminal Justice program provides a varied and flexible curriculum, small classes, faculty who provide individual academic attention, international educational opportunities and a unique learning environment.

The Criminal Justice Administration degree program offers a varied curriculum to meet the needs of a diverse student body. The program prepares students for a wide variety of careers as criminal justice professionals as well as graduate programs in law, criminal justice and other related fields. The Criminal Justice program prepares students for careers in traditional fields such as law enforcement, juvenile justice, corrections, probation and parole and private or industrial security. The program also prepares students for investigative positions with federal agencies, state and local agencies, insurance companies and other private enterprises. In addition, a criminal justice administration degree will prepare students for the many new opportunities in the areas of safety and security.

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The Criminal Justice Department offers a flexible curriculum to serve the needs of the student body. In addition to day and evening courses, students can obtain the Criminal Justice Administration degree and the Associate of Science degree over the Internet. The many hybrid courses combine the benefits of the classroom experience with the flexibility of the Internet courses by meeting on campus weekly, monthly or at other intervals, but conducting much of the course via the Internet. The Department offers criminal justice professionals who have experience in the field college credit for work experience through the portfolio process. The Department also recommends that all students participate in the internship program, where students receive college credit for working side by side with practicing criminal justice professionals.

Our faculty members are attentive to student needs and strive to prepare students for challenging criminal justice careers. They have 100 years of combined practical experience in criminal justice fields, including experience as law enforcement officers, juvenile officers, assistant prosecutors, legal advisers, criminal investigators and child abuse investigators. In addition, our faculty members have experience in private law practice, security administration, mental health coordination and non-profit agency administration.

The Criminal Justice Department emphasizes the international mission and provides students with opportunities to study and travel abroad to view firsthand other criminal justice systems around the globe. Our faculty and students have explored the justice systems in England, France, Australia, New Zealand, Morocco, Italy, Israel, Spain and Costa Rica. In the years since the international mission was implemented, approximately 350 criminal justice students have studied abroad.

The state-of-the-art Mills Anderson Public Safety Center is the busy home of the Criminal Justice Administration Department at Missouri Southern State University. The Department boasts a high-tech mobile Crime Scene Investigation Unit. The facility features a modern indoor "live-fire" firearms range and two firearms training simulation systems. The auditorium provides a forum for lectures and meetings as well as for advanced training seminars for practicing criminal justice professionals. These seminars are taught by nationally recognized criminal justice professionals, allowing students to learn from the experts and network with potential employers.

The Criminal Justice Department at Missouri Southern State University also operates the 600-hour Basic Law Enforcement Training Academy. (See Law Enforcement.)

The Criminal Justice Administration degree will allow students to take advantage of the many traditional career opportunities as well as the multitude of new opportunities in criminal justice, especially in the areas of homeland security and global security.

Bachelor of Science in Criminal Justice Administration

Major Code CJ01

Semester Hours

General Education Requirements (p. 45) 46-47

Criminal Justice Requirements 30

LE 100	Introduction to Criminal Justice.	3
LE 210	Criminal Procedure.	3
LE 232	Ethics In Criminal Justice	3
LE 250	Criminal Law.	3
CJAD 275	The Juvenile Justice System	3
LE 280	Report Writing* (WI)	3
CJAD 330	Asset Protection	3

Select one of the following:

CJAD 320	Probation and Parole	3
CJAD 412	Correctional Practices* (WI)	3

Select one of the following:

CJAD 410	Juvenile Procedures	3
CJAD 411	Juvenile Corrections* (WI)	3

Select one of the following:

CJAD 301	International Justice Systems	3
CJAD 370	International Terrorism* (WI)	3

Choose from the following 17

The student must also select a minimum of 17 credit hours from the following list of major course electives: (Students may not count classes that were selected in the above areas.)

LE 180	Basic Law Enforcement Academy I*#	13
LE 181	Basic Law Enforcement Academy II*#	13
LE 190	First Responder	2
LE 200	Crime Scene Investigation I	3
LE 220	Crime Scene Photography	3
LE 225	Patrol Procedures	3
LE 230	Community Policing	3
LE 260	Legal & Technical Aspects of Firearms	3
LE 290	Police Supervision & Management	3
LE 298	Topics in Law Enforcement*	1-8
CJAD 210	Basic Photography	3
CJAD 300	Criminal Investigation * (WI)	3
CJAD 301	International Justice Systems	3
CJAD 302	Comparative Criminal Justice Systems and Cultures	2
CJAD 310	Traffic Accident Investigation & Control	3
CJAD 320	Probation and Parole*	3
CJAD 340	Crime Scene Investigation II	3
CJAD 350	Fish/Game Enforcement	3
CJAD 360	Professional Development	2
CJAD 367	Racial Disparity in the Criminal Justice System	3
CJAD 370	International Terrorism* (WI)	3
CJAD 390	Crime Analysis	3
CJAD 400	Homicide Investigation	3
CJAD 405	Homicide Investigation II	3
CJAD 410	Juvenile Procedures	3
CJAD 411	Juvenile Corrections* (WI)	3
CJAD 412	Correctional Practices* (WI)	3
CJAD 430	Family Violence	3
CJAD 440	Victims & the Criminal Justice System	3
CJAD 450	Criminal Evidence*	3
CJAD 455	Interview and Interrogation	3
CJAD 460	Cultural Diversity	3
CJAD 475	Organized Crime	3
CJAD 485	Child Exploitation and Pornography Investigation	3
CJAD 487	Rape & Sexual Assault Investigation	3
CJAD 490	Internship in Criminal Justice Administration*	4-8
CJAD 498	Advanced Topics in Criminal Justice*	1-3
CJAD 499	Independent Study*	1-6

Electives 30-31

Total 124

*See course descriptions and university requirements for prerequisites.

#Only 13 hours of the Basic Law Enforcement Academy will be applied to the 17 hour elective requirement.

General electives selected with adviser approval must include sufficient upper division courses (courses numbered at the 300 or 400 level) to complete university requirements for a minimum 40 upper-division hours. A minor is highly recommended.

Bachelor of Science in CIS and Bachelor of Science in Criminal Justice Administration – Computer Forensics Option

Major Code CJ00

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
CIS Requirements (p. 200)	36
CJAD Core Requirements	33
LE 100 Introduction to Criminal Justice	3
LE 200 Crime Scene Investigation I	3
LE 210 Criminal Procedures	3
LE 232 Ethics in Criminal Justice	3
LE 250 Criminal Law	3
LE 280 Report Writing (WI)	3
CJAD 330 Asset Protection	3
CJAD 340 Crime Scene Investigation II	3
CJAD Upper Division Electives	9
Supporting Requirement	3
MATH 130 College Algebra	3
General Electives	8-9
Total	124

*Math course in major requirements satisfies three hours of the General Education Requirements.

Minor in CSI-Crime Scene Investigation

Minor Code CJ81

A minor in CSI-Crime Scene Investigation is designed to prepare students who are seeking careers utilizing crime scene investigation techniques and crime scene analysis. The minor provides students with the necessary skills to accurately investigate and process crime scenes, which include legal aspects, police response, photography, diagramming and collecting physical evidence. Writing reports and presenting courtroom testimony are additional skills that will be developed.

Students pursuing this minor may seek employment with investigative agencies on the federal, state and local levels.

A minor in CSI-Crime Scene Investigation consists of 24 credit hours. Students must have a faculty adviser for a minor in CSI-Crime Scene Investigation.

	Semester Hours
LE 200 Criminal Scene Investigation I	3
LE 220 Crime Scene Photography	3
LE 280 Report Writing (WI)	3
CJAD 340 Crime Scene Investigation II	3
CJAD 390 Crime Analysis	3
CJAD 400 Homicide Investigation	3
CJAD 450 Criminal Evidence	3
Select one of the following:	
LE 210 Criminal Procedure	3
LE 250 Criminal Law	3
Total	24

Minor in Criminal Justice Administration

Minor Code CJ82

A minor in Criminal Justice Administration is designed for students who wish to combine a major with the versatile criminal justice administration minor. Students majoring in business, biology, international studies, psychology, sociology or other related fields who have a desire to work in the field of criminal justice will find this minor beneficial.

A minor in Criminal Justice Administration consists of 24 credit hours. Students must have a faculty adviser for a minor in Criminal Justice Administration.

	Semester Hours
LE 100 Introduction to Criminal Justice	3
LE 210 Criminal Procedure	3
LE 232 Ethics in Criminal Justice	3
LE 250 Criminal Law	3
Electives	12
(Students may select 12 hours from LE and CJAD electives. At least nine (9) hours must be upper division)	
Total	24

Minor in Corrections

Minor Code CJ80

A minor in Corrections is designed to prepare students who are seeking careers in the field of adult or juvenile corrections. A minor in Corrections offers students a variety of employment possibilities in local, state and federal agencies. These employment opportunities include juvenile or adult probation and parole officer, pretrial or post-trial investigator, detention officer, corrections specialist or corrections caseworker. Students majoring in criminal justice, psychology, sociology or other related fields who have a desire to work in the field of corrections will find this minor beneficial.

A minor in Corrections consists of 24 credit hours. Students must have a faculty adviser for a minor in Corrections.

	Semester Hours
LE 210 Criminal Procedure	3
CJAD 320 Probation and Parole	3
CJAD 411 Juvenile Corrections	3
CJAD 412 Correctional Practices	3
SOC 351 Criminology	3
SOC 362 Deviant Behavior	3
SOC 391 Penology and Corrections	3
PSY 221 Psychology of Personal Adjustment	3
Total	24

Minor in Juvenile Justice

Minor Code CJ83

A minor in Juvenile Justice is designed to prepare students who are seeking careers in the Juvenile Justice System. Adjudication and aftercare of the juvenile offender as well as child protection are the primary emphases of a minor in Juvenile Justice.

Students majoring in criminal justice, psychology, sociology or other related fields who have a desire to work in the Juvenile Justice System will find this minor beneficial. Juvenile officer, child abuse investigator and group home counselor, are just a few of the employment options available to a graduate with a Juvenile Justice minor.

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A minor in Juvenile Justice consists of 24 credit hours. Students must have a faculty adviser for a minor in Juvenile Justice.

	Semester Hours
LE 250 Criminal Law	3
CJAD 275 Juvenile Justice System	3
CJAD 320 Probation and Parole	3
CJAD 410 Juvenile Procedures	3
CJAD 411 Juvenile Corrections	3
CJAD 430 Family Violence	3
SOC 312 Juvenile Delinquency	3
Select one from the following:	
PSY 200 Child Development	3
PSY 201 Adolescent Development	3
Total	24

For additional information contact:

Criminal Justice Administration Department
Richard Spencer, Interim Director
Office: Public Safety Center 113
Phone: 417.625.9684
Email: spencer-r@mssu.edu

Course Descriptions

CJAD 0210 (Demand) 3 hrs. cr. **Basic Photography**

Lecture and laboratory procedures for use of cameras, lenses, developing negatives and prints. Lab fee and additional lab time arranged.

CJAD 0275 (F) 3 hrs. cr. **The Juvenile Justice System**

The Juvenile Justice System is a survey course that is designed to introduce the student to the organizations, processes and actors that comprise the Juvenile Justice System. The course emphasizes the history of the juvenile justice system, the agency interactions and interrelationships, the concepts of prevention and diversion, the development of juvenile gangs, the roles of criminal justice professionals and the future of the Juvenile Justice System.

CJAD 0298 (Demand) 1-8 hrs. cr. **Topics in Criminal Justice Administration**

Course content varies and is designed to meet current needs and interests in the rapidly changing field of criminal justice administration. Precise topics are announced with prerequisites stipulated in the course syllabus.

CJAD 0300 (S) 3 hrs. cr. **Criminal Investigation (Writing Intensive)**

Major case investigative methods, sources of information, development of leads, methods applicable to organized crime and specific offenses.

CJAD 0301 (S) 3 hrs. cr. **International Justice Systems**

A study of justice systems around the world, comparing them to America's justice system. Course considers the three important components of a justice system: police, courts and corrections. Includes cultural differences of the countries studied as they relate to their justice systems.

CJAD 0302 (Demand) 2 hrs. cr. **Comparative Criminal Justice Systems and Cultures**

Comparative Criminal Justice Systems and Cultures will focus on the criminal justice systems and cultures of selected countries as they compare to the American justice system and culture. Travel in selected countries will include visits to criminal justice agencies and facilities as well as interactions with criminal justice professionals.

CJAD 0310 (Demand) 3 hrs. cr. **Traffic Accident Investigation and Control**

Theory and techniques for investigating and reducing occurrence of motor vehicle accidents. Includes collection and evaluation of physical evidence reporting.

CJAD 0320 (F) 3 hrs. cr. **Probation and Parole**

Study of the entire system of probation and parole internationally, nationally and locally. Prepares students for the state merit exam in probation and parole. Study of pre-sentence investigation methods, predicting parole behavior, supervisory practices, legal aspects, the use of amnesty and pardons. Prerequisites: LE 100.

CJAD 0330 (S) 3 hrs. cr. **Asset Protection**

Security techniques in loss prevention for retail business, industry, governmental protection, hotel and motel, hospital, school, transit systems and utilities.

CJAD 0340 (S) 3 hrs. cr. **Crime Scene Investigation II**

Advanced methods and techniques used by investigators to identify and collect items of evidentiary value left at crime scenes. Topics to include the use of forensic light sources to locate physical evidence, bloodstain pattern analysis, casting impression evidence, fingerprint processing and entomological evidence. Prerequisite: LE 200, Crime Scene Investigation I or permission.

CJAD 0350 (Demand) 3 hrs. cr. **Fish and Game Enforcement**

Problems and procedures encountered and used by conservation enforcement officers. Laws and enforcement procedures.

CJAD 0360 (Demand) 2 hrs. cr. **Professional Development**

Development of employability and career skills will be emphasized focusing on tools necessary for employment: communication skills, corporate etiquette, business dress, adjusting to the corporate environment and the professional image.

CJAD 0367 (Demand) 3 hrs. cr. **Racial Disparity in the Criminal Justice System**

This course will address the race-based disparities in the criminal justice system from the early 1920's to present, using film and documentaries. In addition, this course will examine how race-based disparities in the criminal justice system impacted the civil rights movement. Prerequisites: LE 210 and LE 250.

CJAD 0370 (F) 3 hrs. cr. **International Terrorism (Writing Intensive)**

International Terrorism examines the known facets of contemporary terrorism. Analyzes the laws and special forces/law enforcement agencies which nations within the international community have created to meet the chal-

lenge of international terrorism. Examines anticipated patterns of terrorism in the new century. Emphasis on legal and security measures designed to prevent terrorism.

CJAD 0390 (F) 3 hrs. cr.
Crime Analysis

A study of the patterns of crime. The course will emphasize the analysis of crime patterns and criminal behavior. The course will consider the identification of evolving or existent crime patterns and series crime, the forecasting of future crime occurrences and the initiation of target profile analysis.

CJAD 0400 (F) 3 hrs. cr.
Homicide Investigation

Legal and criminalistic concepts and procedures for the medico-legal investigation of death due to natural, accidental, suicidal or criminal cause.

CJAD 0405 (Demand) 3 hrs. cr.
Homicide Investigation II

This course will primarily focus on adult and child sex-related homicides. In addition, this course will examine various homicide cases using a case study analysis to better understand the investigative process involved in a homicide investigation. Prerequisites: CJAD 400 or permission.

CJAD 0410 (S) 3 hrs. cr.
Juvenile Procedures

Examines the evolution of the juvenile justice system as well as current practice and procedure in juvenile and family courts. Focus on law, jurisdiction, constitutional requirements and court rules. Also considers topics such as juvenile gangs, child abuse and neglect, child custody and status offenders.

CJAD 0411 (F) 3 hrs. cr.
Juvenile Corrections *(Writing Intensive)*

Overview of the design and legal requirements of juvenile correctional institutions including an analysis of the juvenile interstate compact laws and management principles of juvenile correctional institutions.

CJAD 0412 (S) 3 hrs. cr.
Correctional Practices *(Writing Intensive)*

History of corrections as it relates to correctional practices. In-depth study of the rights of the incarcerated inmate as well as the powers and duties of the correctional officer.

CJAD 0430 (Demand) 3 hrs. cr.
Family Violence

Introduces the dynamics of family violence from the perspective of law enforcement. Examines the relationships between victims, offenders and other family members. Focuses on these relationships and the challenge they pose to the criminal justice system.

CJAD 0440 (Demand) 3 hrs. cr.
Victims and the Criminal Justice System

Introduces the study of victimization. Examines the relationship between victims and the criminal justice system.

CJAD 0450 (Demand) 3 hrs. cr.
Criminal Evidence

Rules of evidence, admissibility, presumptions, inferences, burden of proof and exceptions to the hearsay rule. Prerequisites: LE 210, LE 250 or permission.

CJAD 0455 (Demand) 3 hrs. cr.
Interview and Interrogation

This course will present detailed information about interviewing and interrogation techniques. This course will also examine the law governing interviews and interrogations as well as certain aspects of admissibility of confessions as evidence in criminal cases. Prerequisites: LE210 or permission of the instructor.

CJAD 0460 (Demand) 3 hrs. cr.
Cultural Diversity

Students seeking cross-cultural knowledge and sensitivity in criminal justice learn practical methods for dealing with diverse cultures, ethnic groups and those who are physically, mentally and emotionally challenged.

CJAD 0475 (Demand) 3 hrs. cr.
Organized Crime

The course will provide an overview of American and internationally organized crime and the legal techniques used to address the problem. Emphasis will be placed on the major groups and their principal forms of criminal activity: drugs, trafficking of human beings, money laundering and financial crimes. The emerging effort to fight organized crime internationally will be examined. Prerequisites: LE 210 or permission.

CJAD 0485 (Demand) 3 hrs. cr.
Child Exploitation and Pornography Investigation

The course will examine legal and criminalistic concepts and procedures for the legal investigation of sexual exploitation of children and child pornography. Prerequisites: LE 100 or permission.

CJAD 0487 (Demand) 3 hrs. cr.
Rape and Sexual Assault Investigation

This course is designed to prepare students to investigate rapes and sexual assaults. This course will focus on sexual abuse of nursing home residents, children and adults. In addition, this course will address issues concerning the collection of evidence at crime scenes, interviewing the suspect and the forensic examination of sexual assault victims. Prerequisites: LE210 and LE250 or permission.

CJAD 0490 (F,S,Su) 4 hrs. cr.
Internship in Criminal Justice

Extensive practical experience with a criminal justice agency, subject to individual committee approval. Prerequisites: Junior or senior standing, CJAD major, department approval, cumulative GPA 2.5 and a CJAD GPA 3.2.

CJAD 0498 (Demand) 1-3 hrs. cr.
Advanced Topics in Criminal Justice Administration

A survey of current advances in the field. Precise topics to be announced. For upper division majors in CJAD or those who have completed the A.S. degree in law enforcement. Prerequisite: Permission of instructor.

CJAD 0499 (F,S,Su) 1-3 hrs. cr.
Independent Study in Criminal Justice

Individually directed study for advanced majors in area of criminal justice selected with adviser approval. Proposal must be approved by program director and school dean. Prerequisite: 3.5 GPA in major area or permission.

JUVENILE JUSTICE

Public Safety Center 109 • 417.625.9302

Faculty Spencer - Interim Director, Adams, Scott

Juvenile Justice is a Bachelor of Science degree designed to prepare students for employment with the various juvenile justice agencies. These agencies deal with children and adolescents who are subject to the juvenile justice system because they have committed acts that would be crimes if they were adults or offenses such as truancy or running away. The juvenile justice system also deals with children who are neglected or abused. Moreover, there are many prevention programs that although not part of the juvenile justice system, are designed to keep juveniles from entering the system. Students majoring in Juvenile Justice will have an opportunity to explore the many facets of the juvenile justice system and to gain an understanding of the legal and practical aspects of the system.

Our faculty has many years of experience in the juvenile justice field in such positions as deputy juvenile officer, legal adviser to the juvenile court and child abuse investigator. Through local contacts, students will have the opportunity to obtain real world experience through an internship with a juvenile justice agency.

Career options include working with the court system, social service agencies, the schools, prevention programs, juvenile corrections or the many private treatment programs. The system is always evolving with new programs and policies, creating new opportunities for students majoring in Juvenile Justice.

Bachelor of Science in Juvenile Justice

Major Code CJ03

General Education Requirements (p. 45) 46-47

Juvenile Justice Requirements 33

LE 100	Introduction to Criminal Justice.....	3
LE 210	Criminal Procedures.....	3
LE 250	Criminal Law.....	3
LE 232	Ethics in Criminal Justice.....	3
CJAD 275	The Juvenile Justice System.....	3
LE 280	Report Writing (WI).....	3
CJAD 410	Juvenile Procedures.....	3
CJAD 411	Juvenile Corrections (WI).....	3
CJAD 430	Family Violence.....	3

Choose one of the following 3

PSY 200 Child Development (3)

OR

PSY 201 Adolescent Development (3)

Choose one of the following 3

JJ 490 Internship in Juvenile Justice (4-8)

OR

CJAD 490 Internship in Criminal Justice (4-8)

OR

JJ 499 Independent Study Juvenile Justice (1-6)

Juvenile Justice Electives 14

The student must select a minimum of 14 credit hours from the following major electives, not counting courses used as part of the requirements.

CJAD 301	International Justice Systems.....	3
CJAD 320	Probation and Parole.....	3

CJAD 390	Crime Analysis.....	3
CJAD 412	Correctional Practices (WI).....	3
CJAD 440	Victims & The Criminal Justice System.....	3
CJAD 450	Criminal Evidence.....	3
CJAD 460	Cultural Diversity.....	3
CJAD 490	Internship in Criminal Justice.....	4-8
JJ 490	Internship in Juvenile Justice.....	4-8
CJAD 498	Advanced Topic in Criminal Justice.....	1-3
JJ 499	Independent Study Juvenile Justice.....	1-6
CJAD 499	Independent Study Criminal Justice.....	1-6
PSY 200	Child Development.....	3
PSY 201	Adolescent Development.....	3
PSY 432	Abnormal Psychology.....	3
SOC 312	Juvenile Delinquency.....	3
SOC 406	Sociology of Child Abuse.....	3
SOC 362	Deviant Behavior.....	3
ENG 313	Technical Writing (WI).....	3
PLS 324	Family Law.....	3
Electives		30-31
Total		124

Students must meet university requirements for computer literacy.

For additional information contact:

Dr. Tia M. Strait, Dean, School of Health Sciences,
Public Safety and Technology
Office: Public Safety Center 126
Phone: 417.625.3155
Email: strait-t@mssu.edu

Richard E. Spencer, Interim Director
Criminal Justice Programs
Office: Public Safety Center 113
Phone: 417.625.3171
Email: spencer-r@mssu.edu

Course Descriptions

JJ 0490 (F,S,Su) 4 hrs. cr. Internship in Juvenile Justice

Extensive practical experience with a juvenile justice agency, subject to internship committee approval. Prerequisites: Junior or senior standing, CJAD major, department approval, cumulative GPA of 2.5 and a CJAD GPA of 3.2.

JJ 0499 (F,S,Su) 1-3 hrs. cr. Independent Study in Juvenile Justice

Individually directed study for advanced majors in areas of juvenile justice selected with adviser approval. Proposal detailing scope, depth, area of concentration and credit must be approved by program director and division Dean. A minimum GPA of 3.0 in major area or permission required.

LAW ENFORCEMENT

Public Safety Center 109 • 417.625.9302

Faculty Spencer – Interim Director, Cowdin, Scott, Spurlin, Wilson

The Associate of Science degree in Law Enforcement helps prepare students for entrance into law enforcement, a field which has become highly specialized and complex at the local, state and national levels. The University also offers the four-year Bachelor of Science degree in Criminal Justice Administration. See page 206.

Associate of Science in Law Enforcement

Option A

Major Code LE00

	Semester Hours
General Education Requirements (p. 46)	27-28
Law Enforcement Requirements	37
Required Courses:	
LE 100 Introduction to Criminal Justice Administration	3
LE 210 Criminal Procedure	3
LE 232 Ethics in Criminal Justice	3
LE 250 Criminal Law	3
LE 280 Report Writing (WI)	3
Electives (adviser approved LE or CJAD electives)	22
Total	64-65

Option B

(For Basic Law Enforcement Academy)

Major Code LE01

	Semester Hours
General Education Requirements (p. 46)	27-28
Law Enforcement Requirements	37
Required Courses:	
LE 100 Introduction to Criminal Justice	3
LE 232 Ethics in Criminal Justice	3
LE 180 Basic Law Enforcement Academy	13
LE 181 Basic Law Enforcement Academy II	13
Electives (adviser approved LE or CJAD)	5
Total	64-65

Missouri Peace Officer Certification

The 600-hour Missouri Peace Officer Certification is offered through Criminal Justice Administration (CJAD) and the Missouri POST (Peace Officer Standards & Training) Certified Law Enforcement Academy. Students who successfully complete the Academy and meet licensing requirements become eligible for employment as Missouri peace officers. See course descriptions.

Application/Admission/Certification

The State of Missouri requires applicants at the time of licensing to be 21 years of age, a United States citizen, have a high school diploma or its equivalent and pass the Missouri State Police Officer Licensing examination. An applicant with a criminal history must receive Missouri POST clearance before being accepted to the program. An interview with the Training Coordinator is required for admittance to the program.

For additional information contact:

The Law Enforcement Academy

Mr. Matt Cowdin

Phone: 417.625.9519

Fax: 417.625.9796

Email: cowdin-m@mssu.edu

Course Descriptions

LE 0100 (F) 3 hrs. cr.

Introduction to Criminal Justice Administration

Municipal, county, state and federal police organizations. History and administration of justice. Responsibilities and opportunities in the field of criminal justice.

LE 0180 (F,S) 13 hrs. cr.

Basic Law Enforcement Academy

The pre-licensing training course for new law enforcement officers in Missouri, approved by P.O.S.T. (Peace Officer Standards and Training) Office of the State Department of Public Safety. The broad range of topics includes Missouri criminal law, traffic law, criminal investigation, reports, defensive tactics, firearms, legal subjects and human relations. The topics are designed and required by P.O.S.T. under Section 590.100 et. seq. RSMo. Prerequisites: Permission of Training Director. (Additional lab fee for course.)

LE 0181 (F,S) 13 hrs. cr.

Basic Law Enforcement Academy II

The pre-licensing training course for new law enforcement officers in Missouri, approved by P.O.S.T. (Peace Officer Standards and Training) Office of the State Department of Public Safety. The broad range of topics includes Missouri criminal law, traffic law, criminal investigation, reports, defensive tactics, firearms, legal subjects and human relations. The topics are designed and required by P.O.S.T. under Section 590.100 et. seq. RSMo. Prerequisites: Permission of Training Director and LE 180 (Additional lab fee for course.)

LE 0190 (Demand) 2 hrs. cr.

First Responder

Provides basic emergency care knowledge and skills to the student. Designed to prepare students to recognize traumatic injuries and deliver quality emergency medical care to victims.

LE 0200 (F) 3 hrs. cr.

Crime Scene Investigation I

An introduction to the basic protocol of crime scene investigation to include first response, diagramming, photography, fingerprinting and the preservation and collection of physical evidence.

LE 0210 (S) 3 hrs. cr.

Criminal Procedure

Overview of criminal justice process and procedure from first contact with law enforcement through the criminal trial. Topics include "stop and frisk", arrest, search and seizure, interrogation, identification and the criminal trial.

LE 0220 (F) 3 hrs. cr.

Crime Scene Photography

A photography course designed to instruct the law enforcement student in the fundamentals of photography, as it relates to the documentation and

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investigation of crime scene evidence. This course discusses traditional photography techniques in addition to the use of digital photography for law enforcement.

LE 0225 (Demand) 3 hrs. cr.
Patrol Procedures

Covers numerous areas confronting today's law enforcement officer during tours of duty and the proper techniques and procedures used in handling each area.

LE 0230 (Demand) 3 hrs. cr.
Community Policing

An introduction to and analysis of theories, techniques and programs involving police image and public response. Special attention will be paid to problems of crime prevention, community oriented problem solving policing, police-public interaction and public safety.

LE 0232 (S) 3 hrs. cr.
Ethics in Criminal Justice

A comprehensive investigation of ethical problems confronting criminal justice professionals. Focus is placed on the philosophical and practical dilemmas surrounding the modern criminal justice system, in the United States and foreign countries, to include the police, courts and correctional subsystems. Examines various value systems and historical theories as well as promotes discussions of moral and ethical behavior from personal, social and criminal justice perspectives.

LE 0250 (F) 3 hrs. cr.
Criminal Law

Criminal law purposes and functions; rights and duties of officers and citizens in relation to local, state and federal laws. The development, application and enforcement of laws.

LE 0260 (Demand) 3 hrs. cr.
Legal and Technical Aspects of Firearms

History and development of firearms. The nomenclature of the most commonly used police firearms and the duties and requirements of a range master. The laws concerning firearms acquisitions, ownership and use. Three hours lecture per week. Lab fee and additional lab time arranged.

LE 0280 (F) 3 hrs. cr.
Report Writing (Writing Intensive)

Introduces various methods and styles of report writing and professional communication in the criminal justice field together with use of basic report forms and follow-up reports. Prerequisites: English 101 and 102.

LE 0290 (Demand) 3 hrs. cr.
Police Supervision and Management

Principles of personnel management as applied to law enforcement agencies: evaluation, promotion, discipline, training, employee welfare and problem-solving leadership.

LE 0298 (Demand) 1-3 hrs. cr.
Topics in Law Enforcement

Course content varies and is designed to meet current needs and interests in the rapidly changing field of law enforcement. Precise topics to be announced and prerequisites stipulated in course syllabus.

DENTAL HYGIENE

Health Sciences 143 • 417.625.9302

Faculty Gerecke – Department Head/Program Director, Kelley, Leslie, Little, Moore, Rogers, Scrivner, Taubel, White

Mission

Missouri Southern State University Dental Hygiene program empowers students to become life-long learners and facilitate the development of ethical and competent oral healthcare professionals, who provide patient care to a diverse population utilizing innovative technologies.

Goals

Goal 1: Provide quality education that reflects best practices in dental hygiene in order to become an ethical licensed oral healthcare professional.

Competencies

- 1.1: Apply a professional code of ethics in all endeavors.
- 1.2: Adhere to state and federal laws, recommendations, and regulations in the provision of oral health care.
- 1.3: Use critical thinking skills and comprehensive problem-solving to identify oral health care strategies that promote patient health and wellness.
- 1.4: Assume responsibility for professional actions and care based on accepted scientific theories, research, and the accepted standard of care.
- 1.5: Integrate accepted scientific theories and research into educational, preventive, and therapeutic oral health services.
- 1.6: Apply quality assurance mechanisms to ensure continuous commitment to accepted standards of care, while obtaining the patient's informed consent based on thorough case presentations.
- 1.7: Initiate a collaborative approach with all patients when developing individualized care plans that are specialized, comprehensive, culturally sensitive, and acceptable to all parties involved in care planning.
- 1.8: Initiate consultations and collaborations with all relevant health care providers to facilitate optimal treatments.
- 1.9: Manage medical emergencies by using professional judgment, providing life support, and utilizing required CPR and any specialized training or knowledge.
- 1.10: Use patient assessment data, diagnostic technologies, and critical decision making skills to determine a process of comprehensive care.

Goal 2: Provide comprehensive dental hygiene services to the communities served by Missouri Southern State University.

Competencies

- 2.1: Promote the values of the dental hygiene profession through service-based activities, positive community affiliations and active involvement in local organizations.
- 2.2: Communicate effectively with diverse individuals and groups, serving all persons without discrimination by acknowledging an appreciating diversity.
- 2.3: Assess the oral health needs and services of the community to determine action plans and availability of resources to meet the health care needs.
- 2.4: Provide screening, referral, and educational services that allow patients to access the resources of the health care system.
- 2.5: Provide community oral health services in a variety of settings.
- 2.6: Facilitate patient access to oral health services by influencing individuals or organizations for the provision of oral health care.

- 2.7: Evaluate reimbursement mechanisms and their impact on the patient's access to oral health care.
- 2.8: Evaluate the outcomes of community-based programs, and plan for future activities.
- 2.9: Advocate for effective oral health care for underserved populations.

Goal 3: Promote the significance of dental hygiene professional development and commitment to lifelong learning.

Competencies

- 3.1: Use evidence-based decision making to evaluate emerging technology and treatment modalities to integrate into patient dental hygiene care plans to achieve high-quality, cost-effective care.
- 3.2: Continuously perform self-assessment for lifelong learning and professional growth.
- 3.3: Provide specialized treatment that includes educational, preventive, and therapeutic services designed to achieve and maintain oral health. Partner with the patient in achieving oral health goals.
- 3.4: Evaluate the effectiveness of the provided services, and modify care plans as needed.
- 3.5: Determine the outcomes of dental hygiene interventions using indices, instruments, examination techniques, and patient self-reports as specified in patient goals.
- 3.6: Pursue career opportunities within health care, industry, education, research, and other roles as they evolve for the dental hygienist.

The dental hygienist is a licensed health care professional and member of the dental health team. The diverse duties of the dental hygienist include oral prophylaxis (cleaning); exposing, processing and mounting radiographs; collecting and evaluating medical history information; performing head and neck screening examinations; periodontal assessment and therapy; applying agents for the prevention of decay; applying desensitizing and antimicrobial agents and administering local anesthesia and nitrous oxide analgesia. The dental hygienist acts as a dental health educator and is responsible for teaching patients prevention of dental disease and providing nutritional counseling.

Dental hygiene employment opportunities are numerous and vary greatly. They include general practice and specialty dental offices; federal, state, county and city health clinics; public schools; hospitals; long-term care facilities; dental schools; industrial clinics; the armed services; and research institutions.

Missouri Southern offers an associate of science degree in dental hygiene. Upon satisfactory completion, graduates are eligible to take the National Board Examination and practical examinations required for licensure in Missouri and other states. The MSSU Dental Hygiene Program is accredited by the Commission on Dental Accreditation (CODA).

Admission to Missouri Southern does not automatically grant admission to the Dental Hygiene Program. In addition to meeting admission requirements for the University, candidates must apply for admission to the Department of Dental Hygiene. Applications are reviewed by the Selection Committee for Dental Hygiene. Applicants must submit the necessary information by January 31. Applicants must have an overall GPA of 2.75 to apply.

Evidence of satisfactory completion of the following prerequisites with a grade of 'C' or better:

ENG 101	College Composition (WI)
BIO 121	Human Anatomy & Physiology I
BIO 221	Human Anatomy & Physiology II
BIO 231	General & Medical Microbiology
CHEM 120	Chemistry for Allied Health Sciences
COMM 100	Oral Communications
KINE 103	Lifetime Wellness
MATH 030	Intermediate Algebra (or higher)

Enrollment is limited by selection and applicants are admitted contingent upon a criminal record check, random drug testing, the completion of physical and dental examinations and the rendering of an acceptable health status. Students are admitted to the dental hygiene program only in the fall of each year. As students in a health care profession, Dental hygiene students may be exposed to bloodborne pathogens and infectious diseases.

Students may complete the Dental Hygiene Associate of Science Degree in Joplin or at one of two distance sites: Rolla, MO at the Rolla Technical Center and in Sikeston, MO on the Southeast Missouri State University Sikeston Campus.

Lecture courses are taught using Interactive Television, Internet or a combination of these formats. Using the ITV format students interact live with instructors and fellow students at all sites. Each site has a clinic for the clinical instruction experience.

In addition to established fees for all college students, the following are minimum costs incurred by dental hygiene students, \$1250 to \$1500 per academic year for laboratory fees. Various expenses will be incurred for transportation to off campus clinical sites and professional meetings. In addition, approximately \$1500 for licensure exams, which will vary depending on state in which license, is desired.

The Associate of Science in dental hygiene requires a minimum of 90 credit hours, including the prerequisite courses. Course grades of 'C' or above in dental hygiene and supporting science courses are necessary for retention in the dental hygiene program.

Associate of Science Degree in Dental Hygiene

Major Code DH00

	Semester Hours
General Education Requirements (p. 46) 27-28*	19-20
Dental Hygiene Requirements	74
DH 101 Fundamentals of Dental Hygiene	2
DH 103 Fundamentals of Dental Hygiene I-Lab	2
DH 105 Fundamentals of Instrumentation**	2
DH 120 Medical Emergencies	1
DH 140 Dental Morphology	1
DH 150 Oral Histology and Embryology	3
DH 160 Dental Radiology Lecture	2
DH 165 Dental Radiology Lab	1
DH 190 Clinical Dental Hygiene I**	4
DH 210 Pain Management	1
DH 220 Dental Materials	2
DH 280 Periodontics I	2
DH 290 Clinical Dental Hygiene II (WI)**	4
DH 295 Seminar in Dental Hygiene I	1
DH 300 Community Dental Health Education	3
DH 301 Community Health Practicum	1
DH 310 Nutrition	2
DH 320 Pharmacology	2
DH 340 Oral Pathology	3
DH 350 Periodontics II	2
DH 390 Clinical Dental Hygiene III**	4
DH 395 Senior Seminar	1
BIO 121 Human Anatomy & Physiology I	4
BIO 221 Human Physiology and Anatomy**	5
BIO 231 Medical Microbiology**	5
BIO 240 Radiation Biology	3
CHEM 120 Chemistry for Allied Health Sciences*	5
SOC 110 Introduction to Sociology**	3
PSY 100 General Psychology**	3
Total	93-94

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*General Education Requirements met by the following Dental Hygiene degree requirements SOC or PSY (3 cr. hrs.) and CHEM 120 (5 cr. hrs.) or BIO 121 (4 cr. hrs.).

**See course descriptions for prerequisites.

Associate of science degree students must meet the Missouri Constitution Requirement by completing PSC 120 or the Missouri Constitution Test.

For additional information contact:

Deborah Gerecke, Director

Office: Health Sciences Building 143

Phone: 417.625.9709 / 417.625.9600 / 417.625.9711

Email: gerecke-d@mssu.edu

Course Descriptions

DH 0101 (F) 2 hrs. cr. Fundamentals of Dental Hygiene

This course is an introduction to the Dental Hygiene Process of Care with an emphasis on professionalism, infection control, patient assessment processes and basic instrumental skills. Two hours of lecture per week. Prerequisite: acceptance into the dental hygiene program. Co-requisites: DH 103, DH 140, and DH150.

DH 0103 (F) 2 hrs. cr. Fundamentals of Dental Hygiene - Lab

This course provides clinical application to the Dental Hygiene Process of Care. The primary emphasis is on professionalism, infection control, patient assessment processes and basic instrumentation skills. The dental hygiene student will have an opportunity to practice these techniques on mannequins and student partners in the laboratory setting. Six hours of lab per week. Prerequisite: acceptance into the dental hygiene program. Co-requisites: DH 101, DH 140 and DH 150.

DH 0105 (S) 2 hrs. cr. Fundamentals of Instrumentation

This course provides clinical application of instrumentation theory and skills to provide comprehensive patient care. The dental hygiene student will have an opportunity to practice instrumentation techniques on mannequins and student partners in the laboratory setting. This course will culminate with a patient experience appointment. Lecture and lab. Prerequisites: DH 101 and DH 103.

DH 0120 (S) 1 hr. cr. Medical Emergencies

In this course students develop an orderly and confident approach to assessing and planning supportive care for all patients. Instruction is provided toward the recognition and management of medical emergencies. One hour of lecture per week.

DH 0140 (F) 1 hr. cr. Dental Morphology

Detailed study of morphology of deciduous and permanent teeth in relation to fossal cusps, grooves, ridges, roots and the relationship of form and function. Occlusion and malocclusion are studied according to their relationship to dental health. A self-instructional program supplemented by one hour lecture per week. Practical aspects of this course will be covered in DH 103 Fundamentals of Dental Hygiene Lab. One hour of lecture per week.

DH 0150 (F) 3 hrs. cr. Oral Histology and Embryology

Study of the gross and microscopic development of the teeth, supportive structures of the teeth and embryology and anatomy of head and neck region. Two hours lecture, three hours lab per week.

DH 0160 (S) 2 hrs. cr. Dental Radiology

Theory and principles of radiation health and safety, quality assurance and infection control protocol for dental radiography. Basic interpretation of radiographic findings and recognition and identification of normal anatomical radiographic landmarks. Methods for exposing, mounting and care of dental radiographs. Two hours of lecture per week. Prerequisites: BIO 240, DH 101, DH 140, and DH 150.

DH 0165 (S) 1 hr. cr. Dental Radiology Lab

Application of the fundamentals of oral radiographic techniques utilizing radiation safety and infection control protocols in addition to basic interpretation of radiographs. Includes exposure of intra-oral radiographs, quality assurance, patient selection criteria and ancillary radiographic techniques. Recognition and identification of normal anatomical radiographic landmarks. One lab hour per week. Co-requisite: DH 160. Prerequisites: BIO 240, DH 101, DH 140, and DH 150.

DH 0190 (Su) 4 hrs. cr. Clinical Dental Hygiene I

Introduction to clinical practice of dental hygiene. Experience in providing patient services through performing oral prophylaxis, periodontal assessment, exposing and processing radiographs, presenting patient education, preventive applications and charting the oral cavity. Sixteen hours lab per week, thirty-two hours of lab will be used for clinical application of DH 210. Co-requisites: DH 210. Prerequisites: DH 103, DH 105, and CPR Certification Course.

DH 0210 (Su) 1 hr. cr. Pain Management

This course is designed to prepare the dental hygiene student with the necessary theory to appropriately carry out treatment plans and successfully administer topical anesthesia, local infiltration anesthesia and/or nitrous oxide analgesia to increase patient comfort and control pain when providing dental hygiene services. One hour of lecture per week. Co-requisite: DH 190.

DH 0220 (F) 2 hrs. cr. Dental Materials

Information about various dental materials including the physical & chemical properties of dental materials and the application and manipulation of materials used in dentistry. Students learn to make alginate impressions, plaster models and manipulate other materials. One hour lecture with two hour lab per week. Prerequisites: DH 101, DH 140, and DH 150.

DH 0280 (S) 2 hrs. cr. Periodontics I

Periodontics I introduces students to the specialty of dentistry that encompasses the prevention, diagnosis and treatment of diseases affecting the gums and supporting structures of the teeth. Two hours lecture per week. Clinical applications to this course will be implemented in DH 105 and DH 190.

DH 0290 (F) 4 hrs. cr.
Clinical Dental Hygiene II (Writing Intensive)

Continuation of DH 190 with added responsibilities as skills develop. Multi-cultural experience is gained through rotations in extended campus facilities. Sixteen hours clinical lab per week (one hour per week MAY be used for content and organizational review). Prerequisites: DH 190.

DH 0295 (F) 1 hr. cr.
Seminar in Dental Hygiene I

This seminar course is offered in conjunction with DH 290, Dental Hygiene Clinic II and is part of the clinical education continuum. Emphasis will be placed on developing advanced clinical techniques, adjunctive dental hygiene treatment and increased case based learning and problem solving in the clinical setting. One hour lecture per week with three-four lab sessions per semester.

DH 0300 (F) 3 hrs. cr.
Community Dental Health Education

Fundamentals of teaching and learning theories. Development of teaching units and lesson plans for various public groups and/or organizations, practical experience in public schools and community groups with experience in providing dental health education to the public. This course is designed to increase student knowledge of concepts of community dentistry and dental epidemiology that is used in population based health care. Students are allowed to critically evaluate biostatistics, scientific literature, dental care delivery and mechanisms for financing dental care. Three hrs. lecture per week.

DH 0301 (S) 1 hr. cr.
Community Dental Health Education Practicum

This course will build upon the basics of DH 300 Community Dental Health Education. Students will apply theories, skills of communication and oral health education to various diverse groups. Through field assessments students will have the opportunity to participate in a variety of community dental health programs and services learning activities which require application of dental public health principles and concepts. One hour lecture per week. Prerequisite: DH 300.

DH 0310 (F,S) 2 hrs. cr.
Nutrition

Nutrition and diet as related to dental health, biochemistry of digestion and the utilization of nutrients. Special emphasis on dietary analysis as part of total health care and the role of the dental hygienist in providing nutritional counseling. Two hours lecture per week. Requirement: dental hygiene students must take course during second semester of program. Two hour lecture per week.

DH 0320 (F) 2 hrs. cr.
Pharmacology

Principles of drug actions and characteristics of major drug groups including sources of drugs, methods of their administration, classification, dosage, therapeutic action and drug interactions. Emphasis on drugs affecting oral health and drugs used in dentistry. Two hours lecture per week.

DH 0340 (Su) 3 hrs. cr.
Oral Pathology

Oral Pathology includes both general and oral pathology. General pathology includes an overview of basic disease processes, inflammation, immunology and wound healing. Oral pathology emphasizes recognition of oral diseases based on clinical signs and symptoms and radiographic manifestations. Treatment planning principles, based on collection of information using a variety of assessment procedures is included. Three hours of lecture per

week. Prerequisite: student must have successfully completed the first three semesters of dental hygiene curriculum.

DH 0350 (F) 2 hrs. cr.
Periodontics II

Periodontics II is a continuation of Periodontics I focusing further on the prevention, diagnosis and treatment of diseases affecting the gums and supporting structures of the teeth. Clinical application will be implemented in DH 290 and DH 390. Two hours lecture per week. Prerequisites: DH 280, DH 190 and DH 210.

DH 0390 (S) 4 hrs. cr.
Clinical Dental Hygiene III

Continuation of DH 290: Clinical experience in advanced clinical procedures and discussion of the recognized dental specialties including their relationship to preventive dentistry. Sixteen hours lab week. Prerequisite: DH 290.

DH 0395 (S) 1 hr. cr.
Senior Seminar in Dental Hygiene

This seminar course serves as a means of combining information from all courses in the dental hygiene curriculum and applying content to patient cases and practice management issues. This course is also designed to assist in preparing senior dental hygiene students for the written and clinical examinations required for licensure and entry into the profession. One hour lecture per week.

ENGINEERING TECHNOLOGY

Ummel Technology 153 • 417.625.9849

Faculty Howe – Head, Bartholet, Koch, Marsh

Mission

The Department of Engineering Technology (ET) provides programs designed to develop leaders in industry and society as a whole by providing a quality education to students that is application-oriented and connected to the needs of regional and global businesses.

Department Objectives

The Engineering Technology department at Missouri Southern will produce graduates who

1. have an appropriate mastery of the knowledge, techniques, skills and modern tools of engineering technology.
2. have the ability to apply current knowledge and adapt to emerging applications of mathematics, science, engineering and technology.
3. are able to identify and analyze problems and design effective engineering technology based solutions.
4. contribute professionally by functioning effectively on teams.
5. communicate effectively with professionals and lay audiences.
6. have an understanding for the discipline of engineering technology and its role in a societal and global context.

Curricular Options

The department offers a variety of instructional programs. These programs are:

- Industrial Engineering Technology (IET), BS
- Industrial Technology Education (ITE), BS
- Drafting and Design Engineering Technology (DDET)*, AS
- Manufacturing Engineering Technology (MET), AS

- Process Improvement, Minor
- Certification - Six Sigma Black Belt and Green Belt
- Certification - Land Surveyor in Training Courses
- Certification – Other
 - o CAD Operator
 - o CNC Operator
 - o Quality Technician
- Industrial Training

*Designates program that has been accredited by the Technology Accreditation Commission (TAC) of the Accreditation Board for Engineering and Technology (ABET), 111 Market Place, Suite 1050, Baltimore, MD 21202-4012, Telephone: 410.347.7700.

Industrial Engineering Technology (IET), BS

The Bachelor of Science in Industrial Engineering Technology program provides a broad curriculum focused on determining the most effective and efficient ways to make a product or to provide a service. Industrial Engineering Technology is concerned with increasing productivity and quality and reducing cost through the management of people, methods of business organization and technology.

Industrial Engineering Technologists have skills and knowledge that allow them to work in a wide variety of businesses. The curriculum prepares individuals for entry-level positions such as industrial engineer, quality engineer, manufacturing engineer, design engineer, process engineer, improvement specialist, quality assurance specialist or production supervisor as well as graduate school.

The industrial engineering technology program at Missouri Southern is unique for it will allow students to earn their Six Sigma Green Belt and/or Black Belt should they choose to do so.

Industrial Technology Education (ITE), BS

The Industrial Technology Education program prepares students to teach Industrial Technology subjects at the Middle School or High School level. The program of study has foundations in problem-based learning utilizing math, science and technology principles.

The Industrial Technology Education degree has certifications for both middle school (grades 5-9) and secondary (grades 9-12). The middle school certification in Industrial Technology is one of two areas of concentration that a student may select from to complete their education degree. The student who desires to teach in a secondary school will have a single teaching field. Technology education is an applied discipline designed to promote technological literacy at all levels. It is the intent of such study to provide students with an understanding of their technological culture so they can become intelligent consumers of their technology. Therefore, the program is designed to produce individuals who can solve problems involving the technical means humans use for their survival. Technology education capitalizes on the needs humans have for expressing themselves with tools and materials. Technology literacy is considered a basic and fundamental study for all persons regardless of educational or career goals. As a result of these goals, the discipline is both academic and laboratory oriented.

Manufacturing Engineering Technology (MET), AS

The Associate of Science in Manufacturing Engineering Technology program prepares students for a broad range of career opportunities in both traditional and highly computer-automated manufacturing environments.

Graduates enter employment with positions such as technicians, CNC programmers, first-line supervisors in manufacturing industries or pursue a baccalaureate degree.

Students graduating with the Associate of Science in Manufacturing Engineering Technology may continue their education by pursuing a baccalaureate degree in one of three areas:

- Industrial Engineering Technology (IET)
- Management Technology
- Industrial Technology Education

Drafting and Design Engineering Technology (DDET), AS

The Associate of Science in Drafting and Design Engineering Technology program prepares students to work in the Engineering Technology disciplines related to the field of drafting and design. The student will be introduced to the areas of Architecture, Technical Illustration, Surveying as well as 3D Design within the curriculum.

This program is accredited by TAC (Technology Accreditation Commission) of ABET (Accreditation Board for Engineering and Technology). The ABET accreditation is used to assure quality in educational institutions and programs. Accreditation is a voluntary, non-governmental process of peer review. It requires an educational institution or program to meet defined standards or criteria.

The curriculum prepares graduates to pursue a baccalaureate degree in Industrial Engineering Technology, Computer Information Science, Management Technology, Industrial Technology Education or enter employment as drafters/designers in the fields of manufacturing, civil, architecture or construction.

Process Improvement Minor

This minor was developed for non-Engineering Technology majors and focuses on skills and techniques used to improve processes and systems in a variety of industries. Any student majoring in business, health, criminal justice, CIS, biology, chemistry, technical writing or other fields will increase their competitiveness with this minor because any organization benefits from reducing cost and increasing productivity and quality. Some examples of industries who are looking for improvement analysts include Biotechnology, Pharmaceuticals, Food, Chemical Industry, Healthcare Services, Telecommunications Services, Medical Devices and Supplies, Financial Services, Insurance, Law enforcement, Business Services, Computer Software, Computer Hardware, Management Consulting Services, Government and Military Engineering Services, Mortgage Industry, Aerospace and Defense, as well as Energy and Utilities.

Six Sigma Green Belt and Black Belt Certification

This program is designed to provide participants with the knowledge, techniques and tools necessary to successfully fulfill the Green Belt or Black Belt role in many sectors of industry.

Six Sigma is a data-driven methodology used to improve a product or process. Six Sigma has become the world standard for manufacturing as well as service companies. Six Sigma is about understanding customer requirements, tying improvements to strategic goals of the company, quantifying the financial benefits of improvement projects and following a disciplined process in applying statistical tools to achieve a "near-perfect" process.

Land Surveyor in Training

Completion of the 15 credit hours of surveying classes will allow a person who has the necessary field experience and work related hours to sit for the Land Surveyor in Training licensing test in the State of Missouri. The Missouri Board of Architecture, Professional Engineering and Land Surveyors has approved this sequence of courses to meet statute Section 327.312.1(3) RSMo.

CAD Operator Certificate of Competency

This certificate was developed for non-degree seeking students.

The program is structured to prepare individuals to perform Drafting and Design work. The trained individual will have the skills to prepare drawings for manufacture and make design amendments to existing drawings using CAD programs. The certificate program prepares individuals to work as a CAD operator, as well as a drafting technician and a detailer.

CNC Operator Certificate of Competency

This certificate was developed for non-degree seeking students.

The program is designed to provide skills in the operation of Computer Numerical Controlled (CNC) lathes and milling machines. The student will be equipped to be a CNC Technician upon completion of the program.

Quality Technician Certificate of Competency

This certificate was developed for non-degree seeking students.

The program is structured to prepare individuals to assure quality in manufacturing and service industries. The trained individual will have the skills to assist a Quality, Manufacturing or Industrial Engineer in gathering and analyzing data pertinent to products and services to maintain and improve quality. The program prepares the individual to work as a Quality Technician, Quality Inspector, Quality Analyst or Process Improvement Technician.

Industrial Training

The department offers professional development opportunities for engineers, technicians and managers in areas of engineering technology. Examples of seminar or workshop topics include Root Cause Analysis, Basic Quality Tools with Minitab, Process Mapping, Failure Mode Effect Analysis, Understanding Heat-Treatment, AutoCad, Six Sigma Green Belt and Six Sigma Black Belt.

Facilities

The department provides an excellent environment for instruction and has several laboratories with sophisticated design, production and testing equipment. The manufacturing laboratory at Missouri Southern State University is a modern facility for learning about manufacturing processes. The lab contains full-size industrial machining equipment including manual lathes and milling machines as well as CNC machining centers. The material testing lab is a hands-on laboratory where students gain experience on the following equipment: metallurgical prep equipment and microscope, impact tester, universal testing machine, Rockwell hardness tester, micro-hardness tester and precision measuring equipment. Our computer facilities are equipped with personal computers and software including Minitab, Design Expert, AutoCAD, Inventor, Solidworks, Mastercam, Cosmos and 3D Studio, as well as a 3-D printer.

Bachelor of Science in Industrial Engineering Technology

Major Code IE00

	Semester Hours
General Education Requirements (p. 45) 46-47*	47
Required Industrial Engineering Technology Curriculum	77
MET 100 Introduction to Machine Tool Processes	3
IET 105 Introduction to Industrial Engineering Technology	3
DDET 110 Engineering Graphics I	3
DDET 115 Introduction to 3D Computer Aided Drafting	3
MET 200 Computer Numerical Control	3
DDET 204 Industrial Statics and Strength of Materials	3
IET 205 Computer Applications & Cost Analysis	3
MET 240 Engineering Materials	3

IET 300	Engineering Economics	3
MET 304	CNC Project & Cost Analysis	3
IET 305	Basic Electricity & Electronics	3
IET 310	Computer Production/ Planning Control	3
IET 320	Applied Statistical Quality Control	3
IET 350	Industrial Supervision (WI)	3
IET 355	Work Measurement/Ergonomics	3
IET 383	Power Generation Including Hydraulics & Pneumatics	3
IET 425	Design of Experiments (WI)	3
IET 440	Six Sigma Methodology	3
IET 450	Plant Layout/Material Handling	3
IET 460	Competitive Industrial Practices	3
IET 494	Senior Seminar	1
Technical	Elective**	3
MATH 135	Trigonometry	3
MATH 302	Applied Calculus	3
PHYS 152	Elementary College Physics II	4
Select one from:		3
IET 315	Probability & Statistics for Engineers	
MATH 310	Elementary Statistics	
GB 321	Business Statistics	
Total		124

*PHYS 151 required to satisfy GER D2 and MATH 130 with a grade of C or better or MATH 140 with a grade of C or better or Math 150 with a grade of C or better required to satisfy GER C.

**Any course with a DDET or MET prefix that is not a degree requirement for the BS in Industrial Engineering Technology satisfies the Technical Elective requirement for major code IE00.

Bachelor of Science in Education Middle School Education Grades 5-9 Certification in Industrial Technology

(This degree is 1/2 of a dual degree for Middle School Certification.)

Bachelor of Science in Education with a major in Industrial Technology Grades 5-9 Certification One of Two Teaching Fields

	Semester Hours
General Education Requirements (p. 45) 46-47*	40-41
Education Certification Requirements	53-55
EDUC 330 Industrial Technology Methods	3
Industrial Technology Requirements	21
Communications	6
DDET 110 Engineering Graphics I (3)	
IET 420 Computer Applications and Cost Analysis (3)	
Energy & Power	3
IET 381 Basic Energy & Power (3)	
Materials & Process	9
MET 100 Introduction to Machine Tool Processes (3)	
MET 240 Engineering Materials (3)	
IET 391 Wood Working & Plastic (3)	
Organization and Administration	3
IET 350 Industrial Supervision (WI) (3)	
Second Teaching Field	25-28
Total	142-148
*EDUC 280 satisfies three hours of GER area I and MATH 130 or 140 or MATH 150 with a grade of "C" or better required to satisfy GER area C.	

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Bachelor of Science in Education Middle School Education

Candidates who elect middle school (grades 5-9) as their major must complete two areas of concentration consisting of 22-32 hours in each area. The curriculum for these areas is a joint effort by the departments of teacher education and the teaching specialty. Students who desire to teach in a middle school may choose to become qualified in any two of the following seven areas: Language Arts (English), Math, Science, Social Studies, Business, Industrial Technology or Speech/Theatre.

Middle School Professional Education sequence Grades 5-9

	Semester Hours
MATH 130 College Algebra	3
PSY 205 Child/Adolescent Development	4
PSY 310 Educational Psychology	2
PSY 412 Measure & Evaluation	2
EDUC 100 Introduction to Teacher Education I	1
EDUC 280 Foundations of Education in a Global Society*	3
EDUC 301 Use of Computer Software	3
EDUC 302 Exceptional Child	2
Two content area Methods Courses (EDUC 322, 330, 333, 336, 339, 340, 344)	4-6
EDUC 321 Microteaching	2
EDUC 329 Pedagogical Theory	4
EDUC 342 Development Reading	3
EDUC 343 Content Area Lit: MS	3
EDUC 412 Philosophy organization & Curriculum	2
EDUC 413 Methods Teaching in Middle Grades	2
EDUC 423 Classroom Management	2
EDUC 432 Critical Issues	2
EDUC 452 Student Teaching	10

*EDUC 280 satisfies three hours of GER I.

The General Education and Department of Education requirements for the middle school program total 100 hours. The number of hours added to this Core depends on the two content areas chosen. The possible choices and hours are listed below:

IT/SS	=	35
IT/LA	=	41
Sci/IT	=	43
Math/IT	=	43

Bachelor of Science in Education Industrial Technology Emphasis Grades 9-12 Certification

Major Code ES23

	Semester Hours
General Education Requirements (p. 45) 46-47*	43-44
Education Certification Requirements (p. 179)	45
Industrial Technology Requirements	36
Communications: (minimum 7)	9
DDET 110 Engineering Graphics I (3)	
DDET 220 Architectural Drafting (3)	
IET 205 Computer Applications & Cost Analysis (3)	
Energy & Power: (minimum 7)	9
IET 305 Basic Electricity & Electronics (3)	
IET 381 Introduction to Power & Energy (3)	
IET 383 Power Generation Pneumatics & Hydraulics (3)	

Materials & Process: (minimum 7)	9
MET 100 Introduction to Machine Tool Processes (3)	
MET 240 Engineering Materials (3)	
IET 391 Woodworking & Plastics (3)	
Organization/Administration: (minimum 5)	6
IET 310 Production Planning & Control (3)	
IET 350 Industrial Supervision (WI) (3)	
Additional related: (for a total of 36)	3
Choose one of the following two courses:	
MET 145 Industrial Automation (3)	
MET 200 Computer Numerical Control (3)	
Total	124-125

*EDUC 280 satisfies three hours of GER I and MATH 130 or MATH 140 with a grade of 'C' or better or MATH 150 with a grade of 'C' or better required to satisfy GER C.

Associate of Science Degree Drafting and Design Engineering Technology Major Code IE01

	Semester Hours
General Education Requirements (p. 46) 27-28*	20
Drafting and Design Engineering Technology Requirements	44
DDET 110 Engineering Graphics I	3
DDET 115 Introduction to 3D Computer Aided Drafting	3
DDET 120 Descriptive Geometry	3
DDET 130 Engineering Graphics II	3
DDET 204 Industrial Statics & Strength of Material	3
DDET 210 Technical Illustration	3
DDET 220 Architectural Drafting	3
DDET 230 Elementary Surveying	3
DDET 260 Engineering Graphics III	3
MET 100 Introduction to Machine Tool Processes	3
MET 240 Engineering Materials	3
PHYS 151 Elementary College Physics I	5
MATH 135 Trigonometry	3
Technical Elective**	3
Total	64

*Required Physics course (PHYS 151) satisfies major requirement and GER D2, required MATH course (MATH 135) satisfies major requirement and GER C.

**Any course with an IET or MET prefix that is not a degree requirement for the AS in DDET qualifies as a Technical Elective.

Associate of Science Degree Manufacturing Engineering Technology Major Code IE02

	Semester Hours
General Education Requirements (p. 46)	28
Manufacturing Engineering Technology Requirements	33
MET 100 Introduction to Machine Tool Processes	3
DDET 110 Engineering Graphics I	3
DDET 115 Introduction to 3D Computer Aided Drafting	3
DDET 204 Industrial Statics and Strength of Materials	3
MET 200 Computer Numerical Control	3
IET 205 Computer Applications & Cost Analysis	3
MET 240 Engineering Materials	3
IET 300 Engineering Economics	3
MET 304 CNC Project and Cost Analysis	3
MATH 135 Trigonometry	3
Select one of the following two courses:	3

MET 245	Manufacturing with Metals	
MET 145	Industrial Automation	
Manufacturing Technology Electives		3
IET 105	Introduction to Industrial Engineering Technology	.3
DDET 130	Engineering Graphics II	.3
DDET 260	Engineering Graphics III	.3
MET 490	Internship in Manufacturing Tech	.3
MET 498	Seminar in Manufacturing Tech	.3
MET 499	Independent Study in Manufacturing Technology	1-3
IET 305	Basic Electricity & Electronics	.3
IET 310	Computer Production/Planning Control	.3
IET 320	Applied Statistical Quality Control	.3
IET 350	Industrial Supervision (WI)	.3
IET 383	Power Generation Including Power and Hydraulics	.3
IET 425	Design of Experiments (WI)	.3
IET 440	Six Sigma Methodology	.3
IET 450	Plant Layout/Material Handling	.3
IET 460	Competitive Industrial Practices	.3
Total		64

*PHYS 151 required to satisfy GER D2 and MATH 130 with a grade of C or better or MATH 140 with a grade of C or better or MATH 150 with a grade of C or better required to satisfy GER C.

Minor in Process Improvement

Minor Code IE85

		Semester Hours
Required Engineering Technology Curriculum		18
IET 320	Applied Statistical Quality Control	3
IET 440	Six Sigma Methodology	3
IET 460	Competitive Industrial Practices	3
Select ONE from:		
IET 315	Probability & Statistics for Engineers	3
MATH 310	Elementary Statistics	3
GB 321	Business Statistics	3
PSY 320	Applied Statistics for the Behavioral and Natural Sciences	3
Select TWO from:		
IET 205	Computer Applications and Cost Analysis	3
IET 355	Work Measurement/Ergonomics	3
IET 425	Design of Experiments (WI)	3

Land Surveyor in Training Program of Study

Completion of the following classes will allow a person who has the necessary field experience and work related hours to sit for the Land Surveyor in Training licensing test in the State of Missouri. The Missouri Board of Architecture, Professional Engineering and Land Surveyors has approved this sequence of courses to meet statute Section 327.312.1(3) RSMo.

Required Engineering Technology Curriculum		15
DDET 230	Elementary Surveying*	.3
DDET 231	Advanced Surveying	.3
DDET 232	Surveying Computations	.3
DDET 233	Boundary Control and Legal Principles	.3
DDET 234	Land & Survey Descriptions	.3

*Trigonometry (MATH 135) is a prerequisite to DDET 230.

Certificates of Competencies

The certificates were developed for non-degree seeking students.

The competency certificate programs in Manufacturing Applications are offered through Engineering Technology and can be earned by completing four course sequences.

The student has three options to choose from:

- CAD Operator
- CNC Operator
- Quality Technician

CAD Operator

The program is structured to prepare individuals to perform Computer Aided Drafting and Design work in various industries. The trained individual will have the skills to prepare drawings for manufacture and make design amendments to existing drawings using CAD programs. The program will prepare the individual to work as a CAD operator, as well as a drafting technician and a detailer.

Required Engineering Technology Curriculum

MET 100	Introduction to Machine Tool Processes	.3
DDET 110	Engineering Graphics I	.3
DDET 115	Introduction to 3D Computer Aided Drafting	.3

Select ONE from:

DDET 130	Engineering Graphics II	.3
DDET 220	Architectural Drafting	.3
DDET 230	Elementary Surveying	.3

CNC Operator

The program is designed to provide skills in the operation of Computer Numerical Controlled (CNC) lathe and milling machines. The student will be equipped to be a CNC Technician upon completion of the program.

Required Engineering Technology Curriculum

MET 100	Introduction to Machine Tool Processes	.3
DDET 110	Engineering Graphics I	.3
MET 200	Computer Numerical Control*	.3

Select ONE from:

MET 240	Engineering Materials	.3
MET 245	Manufacturing with Metals	.3

*Intermediate Algebra (MATH 30) and Trigonometry (MATH 135) are prerequisites to MET 200.

Quality Technician

The program is designed to provide skills in Quality Tools, Statistical Process Control, Measurement Systems Analysis and Lean Manufacturing techniques. The student will be prepared to work as a Quality Technician, Quality Inspector, Quality Analyst or Process Improvement Technician.

Required Engineering Technology Curriculum

MATH 130	College Algebra	.3
IET 320	Applied Statistical Quality Control	.3
IET 440	Six Sigma Methodology	.3
IET 460	Competitive Industrial Practices	.3

Missouri Southern Six Sigma Certification

Six Sigma is a data-driven methodology used to improve products or processes. Six Sigma has become the world standard for manufacturing as well as service companies. Six Sigma is about understanding customer requirements, tying improvements to strategic goals of the company, quantifying the financial benefits of improvement projects and following a disciplined process in applying statistical tools to achieve a "near-perfect" process.

Six Sigma certifications are offered through Engineering Technology and Life-long Learning. The student has two options to choose from.

- Six Sigma Green Belt
- Six Sigma Black Belt

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Each belt certification can be achieved either through academic credit (option A) or as professional industry training (option B).

Industry professionals wishing to pursue option B, contact Dr. Elke Howe at 417.625.9849. The requirements for option A are outlined below.

Six Sigma Green Belt

Students can earn Green Belt certification by successfully completing the following courses with an average grade of B or higher. There is a special fee associated with Green Belt certification.

Required Engineering Technology Curriculum6

IET 320	Applied Statistical Quality Control.	3
IET 440	Six Sigma Methodology	3

Six Sigma Black Belt

Students can earn Black Belt certification by successfully completing the following courses with an average grade of B or higher. There is a special fee and an industry sponsored project associated with Black Belt certification.

Required Engineering Technology Curriculum9

IET 320	Applied Statistical Quality Control.	3
IET 425	Design of Experiments	3
IET 440	Six Sigma Methodology	3

For additional information contact:

Elke Howe, Department Head
Engineering Technology
Office: Ummel Technology 153
Phone: 417.625.9849
Email: howe-e@mssu.edu

Course Descriptions

Drafting and Design Engineering Technology (DDET)

DDET 0110 (F,S) 3 hrs. cr. **Engineering Graphics I**

Preparation of drawings by using state-of-the-art CADD. Spreadsheet, word-processing are incorporated along with geometric construction, lettering or orthographic projection, dimensioning, sections, pictorial drawing, graphs and diagrams. One hour lecture, four hours lab per week. Co-requisite: MATH 30.

DDET 0115 (S) 3 hrs. cr. **Introduction to 3D Computer Aided Drafting**

Computer aided drafting and the design of basic 3D wireframe and 3D models. Individuals who have a background in CAD should take the course for personal or professional improvement. One hour lecture, four hours lab per week. Prerequisite: DDET 110 & MATH 30.

DDET 0120 (F) 3 hrs. cr. **Descriptive Geometry**

Practical applications of advanced projection techniques to problems in civil, structural, mechanical and architectural engineering. Manual and computer

assisted projects on methods are introduced. One hour lecture, four hours lab per week. Prerequisite: DDET 110, DDET 115, MATH 135 or instructor's permission.

DDET 0130 (F) 3 hrs. cr. **Engineering Graphics II**

Detail and assembly drawings of machines and machine elements. Survey of the use of machine tools, processes and materials in the design and fabrication of machine parts. The use of 3D and parametric design software enhance the industrial applications within this course. One hour lecture, four hours lab per week. Prerequisite: DDET 110, MATH 135.

DDET 0204 (F) 3 hrs. cr. **Industrial Statics and Strength of Material**

Introductory survey of selected topics of statics and strength of materials, with emphasis on equilibrium friction, summation of forces and moments. The strength of materials will concentrate on simple stress and strain, basic beam relationships and torsional load carrying members. Two hours lecture, two hours lab per week. Prerequisites: DDET 110, MATH 135, Co-requisite: PHYS 151 or instructor's permission.

DDET 0210 (S) 3 hrs. cr. **Technical Illustration**

Pictorial drawing with an emphasis on mechanical and architectural applications. Major topics include mechanical illustrations, exploded views and perspectives drawn with a computer aided drafting system. Drawings will involve 2D and 3D illustration, lettering styles and computer generated rendering and animation. One hour lecture, four hours lab per week. Prerequisite: DDET 115, MATH 135.

DDET 0220 (S) 3 hrs. cr. **Architectural Drafting**

Principles of architectural design, preparing sets of working drawings, building details and use of modern construction materials for residential building. Manual and computer aided design techniques used throughout the course. One hour lecture, four hours lab per week. Prerequisite: DDET 110, MATH 135.

DDET 0230 (S) 3 hrs. cr. **Elementary Surveying**

Use and care of surveying instruments, fundamental surveying methods, traverse measurements, area computations, precise equipment, and topographic mapping. One hour lecture and four hours lab per week. Prerequisites: DDET 110 or permission of instructor and MATH 135.

DDET 0231 (Demand) 3 hrs. cr. **Advanced Surveying**

Precise equipment, astronomical observations. Theory of hydrographic, geodetic and control surveys. City and land surveys. Route location and layout. Simple, transition and vertical curves. Earthwork computation. Introduction to electronic and photogrammetric methods. One hour lecture-problems, four hours lab. Required background or experience: Prerequisite: DDET 230.

DDET 0232 (Demand) 3 hrs. cr. **Surveying Computations**

Introduction to the theory of measurements in surveying. Error propagation in horizontal and vertical position. The analysis of surveying measurement error. Error propagation in rectangular coordinate systems. Introduction to the techniques of compass rule adjustment and least squares for the adjustment of surveying data. Least squares adjustment of triangulation, trilateration and traverse network. Least squares adjustment of level networks. The use of

surveying software will be utilized. Three one-hour lectures. Required background or experience: Prerequisite: MATH 135.

DDET 0233 (Demand) 3 hrs. cr.

Boundary Control and Legal Principles

Boundary retracement principles based on common laws. Emphasis on simultaneous conveyances, rancho lands, resurvey problems and legal descriptions. Three one-hour lectures. Required background or experience: DDET 230.

DDET 0234 (Demand) 3 hrs. cr.

Land and Survey Descriptions

History of land ownership and transfer of title; types of document of land conveyance; forms of legal descriptions of public and private lands; the bureau of land management; interpretation of maps and documents for the physical survey location of land boundaries; principles of writing precise land boundary descriptions; study of easements; value of monuments rectangular surveys; monumentation, restoration of lost corners, subdivision of sections, special surveys, plats and patents, meander lines and riparian rights. Three one hour lecture-problem sessions per week. Required background or experience. Prerequisite: DDET 230.

DDET 0260 (S) 3 hrs. cr.

Engineering Graphics III

Topics not covered in lower DDET courses, including Vector Graphics and DDET Applications pertaining to Descriptive Geometry. Geometric Dimensioning and Tolerancing and working drawings and CAM Design will be re-emphasized. Engineering design and problem solving will be an essential aspect of this course. Special topics in DDET. Finite elements will be introduced. Drafting facility management concepts will also be covered. Three hours lecture per week, open labs as required. Prerequisites: DDET 110, 120, 130, 204, MATH 135, PHYS 151. Co-requisite: MATH 302, PHYS 152 or instructor's permission.

DDET 0271 (Demand) 3 hrs. cr.

Graphic Communication Tech I

Basic applications of data transfer and manipulations within industrial environments. Topics could include: basic Internet applications, Web page design, introduction to data formatting for the Internet and other topics as the technology changes. One hour lecture, four hours of lab.

DDET 0298 (Demand) 1-8 hrs. cr.

Special Topics Drafting & Design Engineering Technology

A special topic or topics not normally included in another drafting/design course. Prerequisites determined by the department and stipulated in a course syllabus.

DDET 0490 (Demand) 1-8 hrs. cr.

Internship in Drafting and Design Engineering Technology

A structured work experience in drafting/design at an institution, facility or industry not directly related to Missouri Southern. The work experience will be a practical application of the students major field of study under the direct supervision of an on-site professional who is not a Southern faculty or staff member. The on-site professionals will supervise the students activity in the field. A faculty member will be responsible for approving the placement site and supervising the overall activities of the internship. Prerequisite: 15 hours of DDET.

DDET 0498 (Demand) 1-3 hrs. cr.

Advanced Topics in Drafting and Design Engineering Technology

Specialized knowledge and skills related to new developments in drafting and design. Topics will vary by the semester and situation. Prerequisite: An associate degree in drafting & design or senior standing in management-technology or industrial technology.

DDET 0499 (Demand) 1-3 hrs. cr.

Independent Study in Drafting & Design Engineering Technology

Individually directed reading, research and discussions in selected areas of drafting and design for advanced majors. Scope, depth, area of concentration and credit hours will be arranged when registering for the course. Offered by arrangement. Prerequisite: 15 hours of DDET with a 3.0 GPA and permission of instructor, department head and school dean.

Industrial Engineering Technology (IET)

IET 0105 (F,S) 3 hrs. cr.

Introduction to Industrial Engineering Technology

This course introduces students to skills and resources that will help them be successful in their academic and professional career. Emphasis is provided in the areas of goal setting and personal development, using research facilities and tools available on campus, problem solving and using data, teamwork, effective communication, professional ethics, as well as introductory concepts in engineering technology. Three one-hour lectures per week. Prerequisites: MATH 30 or above.

IET 0205 (S) 3 hrs. cr.

Computer Applications and Cost Analysis

Provides experiences in software applications in manufacturing settings and fundamentals of cost and analysis. Software applications include spreadsheets, databases, project planning, and charting. Three hours lecture per week. Prerequisite: Math 30 or above.

IET 300 (S) 3 hrs. cr.

Engineering Economics

Basics of engineering economics. Assessment of economic viability of a project. Evaluation of decision alternatives using different economic criteria. Three one-hour lectures per week. Prerequisites: MATH 130 with a grade of "C" or better and IET 205.

IET 0305 (S) 3 hrs. cr.

Basic Electricity and Electronics

This course provides an introduction into the principals of electricity/electronics with an emphasis on applications, problem solving and laboratory experiments. Topics covered will include AC and DC circuits, Series and Parallel circuits, Electrical components, Magnetism, Power and Instruments and Measurements. Two hours lecture and two hours lab per week. Prerequisite: MATH 130 with a grade of 'C' or better.

IET 0310 (F) 3 hrs. cr.

Computer Production/Planning Control

The course is designed to provide the theory and application of production and inventory management philosophies and techniques. The topics covered in this course will be discussed in light of the framework suggested in the APICS curriculum guides so that this can serve as a foundation for students preparing for certification exams. Applications will be illustrated through the use of computers. Three one-hour lectures per week. Prerequisite: MATH 130 with a grade of 'C' or better.

IET 0315 (Demand) 3 hrs. cr.**Probability & Statistics for Engineers**

This course is designed for students majoring in Industrial Engineering. Topics include: data analysis, probability, random variables, correlation, linear regression and confidence intervals. Prerequisite: MATH 130 with a grade of 'C' or better.

IET 0320 (F) 3 hrs. cr.**Applied Statistical Quality Control**

This course provides participants with the basic skills and research methods to analyze organizational systems. Topics include analytical approaches to problem solving, control charts, capability analysis, flow charts, histograms and measurement systems analysis. Students are expected to take a set of data that represent an organizational process and apply the appropriate statistical procedure, analyze the results of the procedure, and develop a recommendation based on the analysis. Computer based solution techniques are used where appropriate. This course is also part of the requirements for the Six Sigma Green Belt or Black Belt certification. Prerequisites: IET 315 or MATH 310 or GB 321 and MATH 130 with a grade of "C" or higher or permission of instructor.

IET 0350 (S) 3 hrs. cr.**Industrial Supervision (Writing Intensive)**

The course is a study of the role of the supervisor. The focus is on key skills needed for effective supervision-e.g., goal-setting, delegating, budgeting, interviewing, negotiating, counseling, coaching, conducting groups meetings and handling grievances. Prerequisites: Junior standing, six hours English Comp or permission of instructor.

IET 0355 (F) 3 hrs. cr.**Work Measurement/Ergonomics**

This course covers work measurements and methods. The course will focus on the use of standards, value engineering, methods design, workstations, time studies and ergonomics. Prerequisite: MATH 130 with a grade of 'C' or better.

IET 0381 (Demand) 3 hrs. cr.**Introduction to Power & Energy**

This is a required technology education course which is an introduction to the methods used in industry for the use of creating force / power and the generation of this energy / power. Emphasis is placed on the investigation and conceptual understanding of methods of power generation as well as the distribution and use of the energy developed. Two hours lecture and two hours lab per week. Prerequisite: MATH 130 with a grade of 'C' or better.

IET 0383 (F) 3 hrs. cr.**Power Generation including Pneumatic and Hydraulics**

A required technology course which is an advanced study in the methods used in industry for the use of creating force/power and the generation of power. Emphasis is placed on the advanced investigation and conceptual understanding of the methods of power generation as well as the distribution as it relates to pneumatics & hydraulics. Two hours lecture and two hours lab per week. Prerequisite: MATH 130 with a grade of 'C' or better.

IET 0391 (Demand) 3 hrs. cr.**Wood Working and Plastics for Shop**

This is a required industrial technology education course which is an introduction to the methods used in industry in the processing and production of wood and plastic products. The student will develop an appreciation for and

knowledge of materials, products, tools and process. Emphasis is placed on the proper and safe use of wood and plastic machines, tools and chemicals as well as pride in workmanship. Students will be given an opportunity to design and build wood and plastic products throughout the course. Two hours lecture and two hours lab per week.

IET 0393 (Demand) 3 hrs. cr.**Wood and Plastic Science**

This is a required industrial technology education course, which is an introduction to the science of wood and plastic and the processing and production of wood or plastic components as well as basic cabinet construction. The student will develop an appreciation for and knowledge of materials, products, tools and process as required in shop and industrial applications. Emphasis is placed on the proper and safe use of wood and plastic machines, tools and chemicals in the processing or production of wood and plastic components. Students will be given an opportunity to investigate their knowledge of design and building of wood and plastic products throughout the course. Prerequisites of technical math or equivalent and IET 391. Two hours lecture and two hours lab per week.

IET 0425 (S) 3 hrs. cr.**Design Experiments (Writing Intensive)**

Learn basic statistical concepts of designing and analyzing experiments. Applications from various manufacturing as well as non-manufacturing fields will be illustrated throughout the course. Computer software packages to implement the methods presented will be illustrated extensively and used for homework assignments and a term project. This course is also part of the requirements for the Six Sigma Black Belt certification. Three one hour lectures per week. Prerequisites: MATH 130 with a grade of "C" or higher and IET 320.

IET 0440 (S) 3 hrs. cr.**Six Sigma Methodology**

This course is about building on skills and knowledge gained in prior coursework and demonstrating the successful use of Six Sigma tools and concepts toward reducing costs, increasing quality, or improving lead-time. Any knowledge and tools gained throughout the curriculum may be used through the application of the DMAIC model to do the project work. This course also completes the training basis for achieving the skill level of a Six Sigma Green Belt and is part of the requirements for a Six Sigma Black Belt. Three one hour lectures per week. Prerequisites: MET 250, IET 320, IET 355, and IET 310 or IET 450 or IET 460 or permission of instructor. Co-requisite: IET 425 or permission of instructor.

IET 0450 (F) 3 hrs. cr.**Plant Layout / Material Handling**

This course is designed to give the students a comprehensive understanding of the issues involved in the design of an industrial production system. It will cover the problems in plant location, product analysis, process design, equipment selection, material handling and plant layout. Three one-hour lectures per week. Prerequisites: DDET 110, DDET 115, MATH 130 with a grade of 'C' or better.

IET 0460 (F) 3 hrs. cr.**Competitive Industrial Practices**

Explores concepts and principles guiding today's businesses. Provides students with powerful approaches for eliminating waste and improving operations in organizations. Three one-hour lectures per week. Prerequisite: Senior Standing.

IET 0490 (F,S) 1-3 hrs. cr.
Professional Internship

This course is intended to provide the student with "real-world professional" experience in the area of Industrial Engineering Technology by working with an external organization. The Engineering Technology department has several placement opportunities available to students. Students interested in pursuing an internship must start the application process the semester before they intend to work. Prerequisites: 2.5 Overall GPA minimum, 3.0 IET GPA minimum, Junior or Senior status, ET department approval.

IET 0494 (F,S) 1 hr. cr.
Senior Seminar

This class is designed to prepare the Industrial Engineering Technology senior for the transition from the university environment to the real world of work. It will cover topics such as: career development, employer expectations, job research, resume development, interviewing skills and transition issues. One hour lecture per week. Prerequisites: Senior Standing.

IET 0498 (Demand) 1-3 hrs. cr.
Advanced Topics in IET
Special topics in Industrial Engineering Technology.**Manufacturing Engineering Technology (MET)****MET 0100 (F,S) 3 hrs. cr.**
Introduction to Machine Tool Processes

The theory and safe operation of basic machine tools. Fundamental practices include: safety, basic mathematics, blueprint reading, bench-work, precision measurement, metal sawing, drills and drilling, pedestal bench grinding, engine lathes, mills. One hour lecture, four hours lab. Prerequisites: MATH 30 or higher.

MET 0105 (Demand) 3 hrs. cr.
Precision Machining

An introduction to the operation of surface, cylindrical, tool and cutter grinders. Principles of inspection and gaging, applied trigonometry, tooling geometry and advanced lathe and milling practices will be covered. One hour lecture, four hours of lab. Prerequisites: MET 100, DDET 110, MATH 130 or consent of instructor.

MET 0110 (Demand) 1 hr. cr.
Fundamentals of Cutting Tools

Introduction to tool geometry, chip formation and effects of coolants and tool design on tool life. Instruction on the sharpening of standard cutting tools for drilling, formed relieved end mills and mill cutters and the applications of various factors on machinability. The use of carbides and ceramics as cutting tools. One hour lecture, four hours of lab.

MET 0145 (S) 3 hrs. cr.
Industrial Automation

This course will provide the student with the ability to program equipment used in industrial automation to perform multiple processes. This course will also focus on operation, maintenance, and safety requirements of automation equipment in a manufacturing environment. Two hours lecture, two hours lab. Prerequisite: MATH 30 or higher or ACT score of 20 or higher.

MET 0160 (Demand) 3 hrs. cr.
Inspection and Gaging

Inspection, gaging and precision measurement procedures utilizing mechanical, electronic and optical measuring equipment and related math. Geometric

dimensioning and tolerancing emphasized. Computer assisted process control methods are introduced and applied to specific inspection procedures. One hour lecture, four hours of lab.

MET 0200 (F) 3 hrs. cr.
Computer Numerical Control

Basic numerical control concepts and applications, the operation and setup of numerical control machines, including Vertical machining centers and turning centers, numerical control programming as applied to machining applications using MDI. One hour lecture, four hours of lab. Prerequisites: MET 100, DDET 110, MATH 30 or 130 and MATH 135 or MATH 140 or consent of instructor.

MET 0202 (Demand) 3 hrs. cr.
Tool Design

Tool design and manufacturing is an advanced course on the designing, machining and manufacturing of production tools, dies, jigs and fixtures. Prerequisites: MET 105 and DDET 110. One hour lecture and four hours lab.

MET 0240 (S) 3 hrs. cr.
Engineering Materials

Introduction to materials currently used in today's manufacturing settings with emphasis on metals, plastics, ceramics and composites. Laboratory activities involve both manual and computer assisted testing. Two hours lecture and two hours of lab. Prerequisite: MATH 130 with a grade of 'C' or better.

MET 0245 (F) 3 hrs. cr.
Manufacturing with Metals

Practical introduction to metals and alloys with emphasis on optimal use of materials in a variety of manufacturing applications. This course focuses on providing an understanding of how and when materials are used, examining specific applications and their requirements and relating those requirements to the properties of various materials. Criteria for appropriate materials selection as well as techniques for maintaining control over material properties during processing will be illustrated. Two hours lecture and two hours lab per week. Prerequisite: MATH 130 with a grade of 'C' or better.

MET 0298 (Demand) 1-8 hrs. cr.
Topics in Manufacturing Technology

Special topics in new or emerging manufacturing technology not normally included in another course. Prerequisites specified by the department in a course syllabus.

MET 0304 (S) 3 hrs. cr.
CNC Project & Cost Analysis

This course will focus on the development of a CNC project applying the principles of design, material selection, cost analysis, planning, and numerical control concepts, including vertical machining centers and turning centers, numerical control programming, and proofing. Students will gain an understanding of basic project management skills as well as project realization. Two hours lecture, two hours lab. Prerequisites: MET 200, MET 240 or MET 245, IET 205, IET 300.

MET 0490 (Demand) 1-8 hrs. cr.
Internship in Manufacturing Technology

A structured work experience in manufacturing technology at an institution, facility or industry not directly related to Missouri Southern. Practical application of the students' majors under the direct supervision of an on-site professional who is not an MSSU faculty or staff member. A faculty member will be responsible for approving the placement site and supervising the overall activities of the internship. Prerequisites: 15 hours of MET courses and permission of a committee.

MET 0498 (Demand) 1-3 hrs. cr.**Advanced Topics in Manufacturing Technology**

Covers specialized knowledge and skills related to new developments in manufacturing technology. Topics will vary by the semester and situation. Prerequisite: Senior standing in management-technology or an associate degree in manufacturing technology.

MET 0499 (Demand) 1-3 hrs. cr.**Independent Study in Manufacturing Technology**

Individually directed reading, research and report preparation in selected areas of contemporary manufacturing technology, for advanced majors. Scope, depth and area of concentration and credit will be arranged when enrolling in the course. Offered by arrangement. Prerequisite: Completion of required manufacturing technology courses with minimum 3.0 GPA and permission of instructor, department head and school dean.

HEALTH SCIENCE

Public Safety Center 126 • 417.625.9328

Faculty Gerecke, Peine, Pippin, Lemmons, Schiska, Strait

Mission

The mission of the Health Science degree is to provide a comprehensive baccalaureate degree that complements an associate allied health major. The degree is designed to promote critical thinking, leadership, communication and information skills, with a commitment to lifelong learning. Our graduates are academically prepared to pursue opportunities for advancement or graduate school.

Goal 1

To prepare undergraduate students with the knowledge skills and ethics needed to advance the health and quality of life of a diverse public.

Objectives

- Collect, store, retrieve, analyze and interpret health data; in order to be prepared to design health needs assessments and establish basic health programs and services. (HS 350, HS 380, HS 390, PSY 320, GB 321, MATH 310, SOC 305.)
- Describe the U.S. health profile, including key indicators, determinates, disparities, access to health services, historical and contemporary trends and implications. (HS 390, HS 370, HS 380)
- Identify and describe the evolution of the U.S. health services system and the major settings, providers and funding for the delivery of public and private preventive and treatment services. (HS 390 & Finance course)
- Recognize the importance of honoring diversity, acting with civility, practicing ethically and promoting mutual respect when working with diverse individuals, groups and communities. (HS 390, HS 312, HS 305)
- Describe the business and financial implications in the cost of health care. (HS 390)
- Identify physical, chemical or biological hazards that adversely impact human health. (HS 380, HS 370)

Goal 2

To prepare students with the fundamental academic skills to be effective communicators, critical thinkers and leaders.

Objectives

- Write grammatically and stylistically correct papers that reflect a review of relevant literature and /or integrate health related perspectives and experiences. (HS 305, HS 350, WI Allied Health course)
- Develop the ability to utilize qualitative and quantitative health care information to arrive at appropriate decisions. (PSY 320, HS 350, HS 337, HS 354, HS 380, HS 390)
- Integrate clinical practice with health of the community and develop a strong foundation in communication in order to effectively disseminate diverse health issues to community leaders, (HS 390, HS 305), health practitioners, politicians and the public at large. (Allied Health Science courses, HS 390, HS 380, HS 370)
- Understand the role of research in the dissemination of information in health promotion, disease prevention and health sciences. (HS 390, HS 380, HS 370, PSY 320 or MATH 310, Allied Health Courses).
- To understand and communicate principles of sound leadership (HS 350, MM 354, MM 352, MM 321).

Goal 3

Develop lifelong learning skills necessary to be creative and effective citizens, professionals, and leaders in an every changing world.

Objectives

- Write grammatically and stylistically correct papers that reflect a review of relevant literature and/or integrate health related perspectives and experiences. (HS 305, HS 350WI, Allied Health Courses).
- Organize and participate in community events to improve the overall health of the community. (Allied Health courses, HS 499).

Health is widely acknowledged as a major growth industry, with employment opportunities forecast to continue their strong upward trends of recent years. Opportunities for advancement will be greatest for people with a baccalaureate degree.

Associate degree prepared health profession majors and clinicians in the field who desire a baccalaureate degree have limited options to fulfill their educational goals. Graduates and clinicians from the health professions continually inquire about baccalaureate degree options to meet their busy professional lives. The Health Science degree is a specified course of study that would enhance a clinician's expertise and opportunities for advancement. The design of the Health Science curriculum is to prepare students for career paths in the health sector, including administration, management and health promoters in educational or clinical settings in a school, medical sales, pharmaceutical marketing and distribution, community or public health environments. Graduates from the Bachelor of Health Science program may qualify to enter graduate programs or professional health science areas such as physician assistant, physical therapy and public health.

Courses in the curriculum are offered on campus as well as web based. The demand for this degree will be great among current students, past graduates and clinicians working in their field.

The Bachelor of Science degree in Health Sciences is granted to students who complete the required program of study. These requirements include the basic general education requirements for all Bachelor of Science degree programs, required science and other supportive courses in the health science area. The degree is designed with two options.

- **Emphasis One:** Allows students who complete an Associate in an allied health field to select a degree that will strengthen and utilize the associate curriculum within the Health Science degree. There are four specific

options in this emphasis area. Three are designed for MSSU graduates who complete a degree in Dental Hygiene, Radiology or Respiratory with the fourth area being for students who transfer with an Associate Allied Health Degree. Students who completed one of the aforementioned allied health programs may qualify for earned retro-credit.

- **Emphasis Two:** Is available for students who do not have a health profession background but would like to pursue a Bachelor of Health Science degree. As a major in BS Health Science, students will undertake a course of study that blends three areas of emphasis that is comprised not only of the Health Science (18 hours) General Education Requirements but includes courses in Business (21 hours) and the Life/Health Sciences (21-27 hours).

The courses in the curriculum are offered on campus as well as web based. The demand for this degree will be great among current students, past graduates and clinicians currently working in the health industry. The following is the curriculum for the Bachelor of Science Degree in Health Science.

Bachelor of Science Degree in Health Science

Major Code HS00

Option:

Dental Hygiene
Radiology Technology
Respiratory Therapy
Transfer Allied Health majors
Business / Life-Health Science

Option – Dental Hygiene Semester Hours

General Education Requirements (p. 45) 47* 32

Health Sciences 18

HS 305	Intercultural Communication (WI)*	3
HS 350	Fundamentals of Organizational Management (WI) . . .	3
HS 312	Biomedical Ethics	3
MATH 310	Elementary Statistics	
OR		
GB 321	Business Statistics	
OR		
SOC 305	Social Science Statistics	
OR		
PSY 320	Applied Statistics for Behavioral & Natural Science . .	3
HS 380	Epidemiology	
OR		
HS 370	Environmental Health	3
HS 390	Health Care Systems	3

Dental Hygiene Requirements 74

BIO 231	General & Medical Microbiology	5
BIO 121	Anatomy & Physiology I *	4
BIO 221	Anatomy & Physiology II	5
CHEM 120	Chemistry Allied Health Science*	5
BIO 240	Radiation Biology	3
PSY 100	General Psychology*	3
SOC 110	Introduction to Sociology *	3
DH 101	Fundamentals of Dental Hygiene	2
DH 103	Fundamentals of Dental Hygiene I-Lab	2
DH 105	Fundamentals of Instrumentation	2
DH 120	Medical Emergencies	1
DH 140	Dental Morphology	1
DH 150	Oral Histology and Embryology	3
DH 160	Dental Radiology Lecture	2
DH 165	Dental Radiology Lab	1

DH 190	Clinical Dental Hygiene I	4
DH 210	Pain Management	1
DH 220	Dental Materials	2
DH 280	Periodontics I	2
DH 290	Clinical Dental Hygiene II (WI)	4
DH 295	Seminar in Dental Hygiene I	1
DH 300	Community Dental Health Education	3
DH 301	Community Health Practicum	1
DH 310	Nutrition	2
DH 320	Pharmacology	2
DH 340	Oral Pathology	3
DH 350	Periodontics II	2
DH 390	Clinical Dental Hygiene III	4
DH 395	Senior Seminar	1

(18 Upper division hours in Dental Hygiene Core)

Electives (Upper Division)** 4

Total 128

*Required courses satisfy major requirements and General Education Requirements. Both Sociology and Psychology are required. One course is built into the General Education Requirements and the other should be taken as a dental hygiene requirement.

**Four hours of upper division electives needed after completion of the Dental Hygiene and Health Science Core. ENG 305 recommended to satisfy GER Area F2 to help meet upper division requirements.

Option – Radiology Technology

General Education Requirements (p. 45) 47* 40

Health Sciences 18

HS 305	Intercultural Communication (WI)*	3
HS 350	Fundamentals of Organizational Management (WI)**	3
HS 312	Biomedical Ethics	3
MATH 310	Elementary Statistics	
OR		
GB 321	Business Statistics	
OR		
SOC 305	Social Science Statistics	
OR		
PSY 320	Applied Statistics for Behavioral & Natural Science . .	3
HS 380	Epidemiology	
OR		
HS 370	Environmental Health	3
HS 390	Health Care Systems	3

Radiology Requirements 61

BIO 121	Anatomy and Physiology I*	4
BIO 221	Anatomy and Physiology II	5
BIO 240	Radiation Biology	3
PSY 100	General Psychology*	3
RAD 101	Introduction to Radiology	3
RAD 110	Clinical Training I	2
RAD 111	Medical Terminology	3
RAD 132	Principles of Radiographic Exposure	3
RAD 142	Radiographic Positioning I	3
RAD 170	Radiologic Physics	3
RAD 210	Clinical Training II	2
RAD 241	Radiographic Positioning II	3
RAD 290	Clinical Training III	2
RAD 301	Image Critique & Quality Management	2
RAD 320	Radiographic Positioning III	3
RAD 340	Clinical Training IV	3
RAD 350	Patient Care & Radiation Protection	3

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RAD 360	Clinical Training V	3
RAD 370	Advanced Topics in Radiology (WI)	3
RAD 380	Clinical Training VI	2
RAD 399	Advanced Radiology	3
(22 Upper Division in Radiology Core)		
Electives		5
Total		124

*Required course satisfies major requirements and General Education Requirements. Student will need to select an additional 5 credit hours of electives to meet the 124 credit hours for a bachelor degree.

Option - Respiratory Therapy

General Education Requirements (p. 45) 46-47* 40

Health Sciences 18

HS 305	Intercultural Communication (WI)*	3
HS 350	Fundamentals of Organizational Management (WI)	3
HS 312	Biomedical Ethics	3
MATH 310	Elementary Statistics	
OR		
GB 321	Business Statistics	
OR		
SOC 305	Social Science Statistics	
OR		
PSY 320	Applied Statistics for Behavioral & Natural Science	3
HS 380	Epidemiology	
OR		
HS 370	Environmental Health	3
HS 390	Health Care Systems	3

Respiratory Requirements 61

BIO 121	Anatomy and Physiology I*	4
RESP 101	Respiratory Therapy Foundations	3
RESP 102	Cardiopulmonary Sciences	3
RESP 105	Cardiopulmonary Anatomy & Physiology	3
RESP 107	Respiratory Therapy Procedures	3
RESP 108	Respiratory Procedures Lab	3
RESP 120	Cardiopulmonary Pathology	3
RESP 125	Respiratory Therapy Clinical I	3
RESP 129	Cardiopulmonary Pharmacology	3
RESP 222	Introduction to Mechanical Vent	4
RESP 226	Cardiopulmonary Diagnostic	3
RESP 239	Respiratory Therapy Clinical II	5
RESP 307	Cardiopulmonary Assessment	6
RESP 311	Neonatal/Pediatric Care	3
RESP 312	Mechanical Ventilation	3
RESP 313	Alternate Site Respiratory Therapy (WI)	3
RESP 340	Advanced Level Clinical Practice	5
RESP 341	Research, Issues, Methods	1

(21 Upper division hours in Respiratory Therapy Core)

Electives** 5

Total 124

*Required courses satisfy major requirements and General Education Requirements.

**HS 499 Independent Study is optional for one hour Upper Division elective needed after completion of the Respiratory and Health Science Core.

Option – Transfer Allied Health majors

General Education Requirements (p. 45) 47* 44

Associate Degree in Allied Health Field 60-64

Health Science Core 40-42

HS 305	Intercultural Communication (WI)*	3
HS 350	Fundamentals of Organizational Management (WI)	3
HS 312	Biomedical Ethics	3
MATH 310	Elementary Statistics	
OR		
GB 321	Business Statistics	
OR		
SOC 305	Social Science Statistics	
OR		
PSY 320	Applied Statistics for Behavioral & Natural Science	3
HS 380	Epidemiology	
OR		
HS 370	Environmental Health	3
HS 390	Health Care Systems	3
BIO 304	Geographic Information Systems	
OR		
MM 337	Management Info Systems	3
COMM 306	Persuasion	3
SOC 306	Social Gerontology	3
MM 352	Human Resource Management	3
CJAD 430	Family Violence	3
ACCT 305	Health Administration Finance	3
Select two courses from the list below: 4-6		
HS 340	Theory & Practice Teaching Health Science	3
MM 354	Quality Management	3
MM 321	Professional Sales & Sales Management	3
EH 378	Occupational Health & Safety	3
KINE 305	Aging and Health	3
HS 499	Independent Study	1-3

Total 144-150

*Required courses satisfy major requirements and General Education Requirements.

*Transfer courses from the students Associate Allied Health degree may meet some of the MSSU Core requirements. These courses will be reviewed on a course by course basis by the Registrar's Office.

**Students who transfer with an Associate Degree in Dental Hygiene, Radiologic Technology or Respiratory Care may qualify for upper division retro-credit hours. Retro-credit will be granted to transfer students in these fields who meet the following requirements:

- Graduate with an associate degree from an accredited program (Commission on Dental Accreditation, Commission on Accreditation for Respiratory Care or Joint Review Commission on Education in Radiologic Technology)
- Passed a national written board examination and/or regional practical examination.
- Current license to practice in at least one state in the United States.

Option – Business / Life-Health Science**General Education Requirements (p. 45) 46-47*35****Health Sciences 18**

HS 305	Intercultural Communication (WI)*	3
HS 350	Fundamentals of Organizational Management (WI)** . .	3
HS 312	Biomedical Ethics	3
MATH 310	Elementary Statistics	
OR		
GB 321	Business Statistics	
OR		
SOC 305	Social Science Statistics	
OR		
PSY 320	Applied Statistics for Behavioral & Natural Science . .	3
HS 380	Epidemiology	
OR		
HS 370	Environmental Health	3
HS 390	Health Care Systems	3

Health Science Business Emphasis Requirements**Minor in General Business (p. 149) 21** 18****Life/Health Science Requirements 20-23**

BIO 121	Human Anatomy and Physiology I*	4
AND		
BIO 221	Human Anatomy and Physiology II	5
OR		
BIO 101	General Biology* (Area D-1)	4
AND		
BIO 201	Human Anatomy	4
AND		
BIO 301	Human Physiology	4
KINE 385	Nutrition for Human Development	3
RAD 111	Medical Terminology	3
CHEM 120	Chemistry for Allied Health*	5

Electives 30-33**Total 124**

*Required course satisfies major requirements and General Education Requirements. For Area E-2 of Core take ECON 201. ECON 201 is the prerequisite to the required ECON 202 for the Business emphasis.

**HS 350 Fundamentals of Organizational Management included in Health Science Core.

9-13 hours of Upper Division electives required after completing Core listed above. ENG 305 recommended to satisfy General Education Requirement Area F2 to help meet upper division requirements.

For additional information contact:

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Course Descriptions

HS 0111 (F,S) 3 hrs. cr.**Medical Terminology**

The language of medicine, especially as related to radiology, through a comprehensive study of the more common medical roots, prefixes and suffixes. Relates medical roots to everyday English words. A survey of medical diseases and surgical terms is included. This particular course is recommended for pre-radiology students. Three hours lecture per week. Cross-listed as RAD 111.

HS 0305 (F,S) 3 hrs. cr.**Intercultural Communication (Writing Intensive)**

Analysis of variables influencing communication among peoples from different cultures. Emphasis on developing interpersonal skills needed in multicultural encounters. Prerequisite: COMM 100. Cross-listed as COMM 305.

HS 0312 (F-Even,S,Su) 3 hrs. cr.**Biomedical Ethics (Writing Intensive)**

A comprehensive investigation of ethical problems relating to health care and the practice of medicine, including study of such issues as euthanasia and the right to die, abortion, confidentiality, patient rights and professional responsibilities, allocation of medical resources and medical experimentation. Prerequisites: ENG 101 and 102 or ENG 111. Cross-listed as PHIL 312.

HS 0340 (Su) 3 hrs. cr.**Theory & Practice Teaching Health Science**

Provide the methodological basis for making pedagogical decisions concerning lesson design and presentation. Microteaching provides an opportunity to practice methods and techniques for teaching. Short teaching episodes are prepared, taught and analyzed via video-tape. The basic concern is with the demonstration of effective teaching skills as enumerated in the outline.

HS 0350 (F,S,Su) 3 hrs. cr.**Fundamentals of Organizational Management (Writing Intensive)**

A study of the fundamentals and functions of organizational management including planning, decision making organization, leading and controlling from individual and group behavior perspectives. Prerequisites: Junior standing and ENG 101/102 or equivalent. Cross-listed as MM 350.

HS 0370 (S) 3 hrs. cr.**Environmental Health**

Contemporary environmental health problems and public protection measures, including public health disease prevention and environmental health

218 MEDICAL TECHNOLOGY

hazards. Three lectures per week. Prerequisite: BIO 101 or 105 or 121. Cross-listed as BIO 370 and EH 370.

HS 0380 (F) 3 hrs. cr. Epidemiology

Introduction to the concepts, principles and methods useful in the surveillance and investigation of communicable disease. Prerequisites: BIO 101 or 105 or 121 or BIO 112/122. Cross-listed as BIO 380 and EH 380.

HS 0390 (Demand) 3 hrs. cr. Health Care Systems

This course incorporates a discussion of the three major health care systems that have evolved in the United States, the impact of diseases on systems development, how financing has influenced the structure and effect on access to care. Three lecture hours a week. Prerequisites: ECON 0180, PSC 0120, PSY 0100 or SOC 0110.

HS 0499 (Demand) 1-3 hrs. cr. Independent Study

Individually directed study for advanced majors in the areas of health science. The adviser with approval of the department head structures the independent study course. Prerequisite: Upper division standing with an overall GPA of 3.0 or above. The adviser, the department head and the dean of the school must approve registration in the course.

MEDICAL TECHNOLOGY

Reynolds Hall 210 • 417.625.9376

Faculty Garoutte, Summerfield

The Bachelor of Science degree in Medical Technology is granted to students who satisfactorily complete the required program of study. These requirements include the basic requirements for all Bachelor of Science degree programs, required science and other supportive courses, plus 32 hours of professional course credits. The Medical Technology program advisers are in the Chemical and Physical Sciences Department and students should be advised by these faculty. Failure to do so may result in students taking unnecessary courses. The completion of this degree is required before an individual is eligible to take the certifying examination.

Missouri Southern has affiliation agreements with the Schools of Medical Technology at St. John's Regional Medical Center, Joplin, MO, Lester E. Cox Medical Center, Springfield, MO and Baptist Health School of Medical Technology, Little Rock, Arkansas. If a student wishes to attend an accredited school of medical technology with which the University has no formal agreement, the Vice President for Academic Affairs can negotiate an agreement for the individual student. Students should be aware that enrollment in professional schools is limited. Each of the professional schools has its own admission criteria and selects those students to be admitted to a class from the applicants for that class. In general, this selection is based on the academic record or demonstrated aptitude for the medical field. Students are responsible for filing their own application for admission with the professional schools. Application should be made to the professional school during the early fall of the Junior year or approximately 10 months prior to the expected entrance date. It is strongly suggested that the student contact the Director of the Medical Technology Program at the desired hospital early in their Sophomore Year to determine the exact application procedure.

A student may enroll in the professional courses either at the hospital-based school or through Missouri Southern, depending on the policies of the hospital-based school. Students enrolled at the hospital-based school are not considered members of the Missouri Southern student body, since the hospital-based school in such cases is considered as any other accredited institution of higher education. A student enrolling through Missouri Southern is considered a member of the University student body and is therefore eligible for benefits offered all students. The weekly time requirements for the professional medical technology courses (400 level) listed are based on the minimum requirements for a course meeting for a normal academic term for a minimum of 16 weeks. Actual scheduling of classes may vary according to custom of the individual professional school to meet these minimum total hour requirements.

Students in this major whose career goals change or are unsuccessful in gaining admission to a professional training program are ideally suited to complete another science major with virtually no loss of academic credits.

Bachelor of Science With a Major in Medical Technology

Major Codes MT00, MT01

	Semester Hours
General Education Requirements (p. 45) 46-47**	35
Biology Requirements	25-27
BIO 121 Human Anatomy and Physiology I**	4
BIO 221 Human Anatomy and Physiology II*	5
BIO 231 General & Medical Microbiology*	5
BIO 305 Genetics*	4
BIO 456 Immunology*	4
And one of the following three courses:	
BIO 362 Virology*	3
BIO 442 Pathogenic Bacteriology*	5
BIO 308 Pathophysiology*	4
Chemistry Requirements	25
CHEM 151 General Chemistry I*	5
CHEM 152 General Chemistry II*	5
CHEM 201 Analytical Chemistry I*	5
CHEM 301 Organic Chemistry I*	5
CHEM 350 Biochemistry I*	3
CHEM 355 Biochemical Techniques	2
Other Requirements	12
PHYS 151 Elementary College Physics I*	5
MATH 140 Algebra & Trigonometry	5
BIO 303 Computer Applications in Biology	2
400 Level Medical Technology Courses (at Hospital)	32
Total	129-131

*See course descriptions for prerequisites.

**Required biology, physics and mathematics courses simultaneously satisfy General Education Requirements and major requirements.

For additional information contact:

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Dr. Marsi E. Archer, Department Head
Office: Reynolds Hall 213
Phone: 417.625.9541
Email: archer-m@mssu.edu

Course Descriptions

MT 0401 (S) 10 hrs. cr.
Clinical Chemistry

Analytical and theoretical aspects of the clinical biochemistry of body fluid constituents utilizing both manual and instrumental techniques, including automation and special procedures. Five hours lecture, twenty hours clinic/lab per week.

MT 0402 (S) 1 hr. cr.
Clinical Microscopy

Principles and techniques of the physical, chemical and microscopic examination of urine and other excrete as related to disease processes. One hour lecture, clinic by arrangement.

MT 0403 (F) 6 hrs. cr.
Clinical Hematology

The cellular elements of blood and bone marrow; theory of cell production, release and survival; morphological characteristics of normal and abnormal cells; quantitative and qualitative abnormalities. Principles and techniques involved in the study of hemostasis, blood coagulation and hemorrhagic disorders. Three hours lecture, twelve hours clinic/lab per week.

MT 0404 (S) 3 hrs. cr.
Clinical Serology-Immunology

The science of immunity including antibody development, principles of antigen-antibody interactions and techniques of serological testing for various disease states. Three hours lecture, twelve hours clinic/lab per week.

MT 0405 (S) 7 hrs. cr.
Clinical Microbiology

Sterile technique, methods of handling and inoculating specimens containing pathogenic micro-organisms, isolation and identification of pathogenic micro-organisms, laboratory tests in chemotherapy and diagnostic bacteriology, mycology and parasitology. Four hours lecture, twelve hours clinic/lab per week.

MT 0406 (S) 3 hrs. cr.
Clinical Immunohematology-Blood Bank

Blood group systems and the immune response. Methods of cross matching, antibody screening and phenotyping. Administrative safeguards and legal aspects of blood banking. Proper clinical utilization of blood components. One hour lecture, eight hours clinic/lab per week.

MT 0407 (S) 2 hrs. cr.
Special Topics in Medical Technology

Lecture and/or clinical practice in the areas of in-service education, management and supervision, research and development and principles and techniques of the instructional process. Lecture and labs to be arranged.

NURSING

Health Sciences 243 • 417.625.9322

Faculty Linder - Director, Ayton, Bush, Corcoran, Eller, Haggard, Hart, Hempmyer, Jackson

Mission

Provide contemporary nursing education at the undergraduate and graduate levels. Improve healthcare in culturally diverse local and global communities through excellence in nursing education, practice and service.

Nursing Program

The Bachelor of Science degree Nursing Program provides intensive preparation for the first-time entering student, baccalaureate degree graduate, licensed practical nurse seeking licensure as a registered nurse and for the registered nurse pursuing baccalaureate education in the nursing discipline.

The program is based on the Betty Neuman Systems Model, emphasizing Person, Health, Environment and Nursing. General Education Requirements and required support courses augment nursing courses in preparing a professional nurse who is able to function at the client's side in a diverse health-care delivery system.

The program has full approval by the Missouri State Board of Nursing, PO Box 656, Jefferson City MO, (573) 751-0681.

Application for registered nurse licensure in Missouri

According to Section 335.066 Missouri Nursing Practice Act (1-16), granting of the nursing baccalaureate degree does not guarantee eligibility to sit for the licensure examination or guarantee issuance of a license to practice nursing in the state of Missouri. For eligibility requirements to apply, write the National Council Licensure Examination for Registered Nurses (NCLEX-RN) as specified in section 335.046-1 of the Missouri Nursing Practice Act. In addition, the applicant should: 1) be of good moral character; 2) have completed high school or equivalent; 3) have successfully completed basic professional curriculum in accredited school of nursing. Section 335.066, Missouri Nursing Practice Act (1-16), provides rules for denial, revocation or suspension of license and grounds for civil immunity. The Board may refuse to issue any certificate of registration or authority and permit or license stated in subsection two of this section. Detailed information may be obtained through the Missouri State Board of Nursing Website – www.pr.mo.gov/nursing.asp

Completion of the nurse education program does not guarantee eligibility to take the licensure examination.

The program is nationally accredited by The National League for Nursing Accrediting Commission (NLNAC), 3343 Peachtree Road NE Suite 850, Atlanta, GA 30326, Phone 404-975-5000 and Fax 404-975-5020.

Department of Nursing Program Objectives

- Offer a nationally accredited Baccalaureate Degree in Nursing.
- Enhance higher order thinking, communication, research and therapeutic interventions in the practice of professional nursing.
- Promote lifelong learning activities for personal and professional development.
- Furnish a foundation for management and leadership roles in nursing.
- Prepare graduates to use Standards of Clinical Nursing Practice in a variety of settings.
- Provide a foundation for graduate education studies in nursing.

- Promote empathy for the values and perspectives of diverse cultures including an awareness of international and multicultural influences in nursing.

Graduate Outcomes

Upon completion of the program the graduate will:

- Apply the Neuman systems model in the promotion of the person's optimal systems stability.
- Promote health by empowering the person through health education.
- Provide self-directed contemporary health care through application of the nursing process.
- Practice within the professional standards of care.
- Use current technologies in providing culturally sensitive care through primary, secondary and tertiary prevention.
- Manage health care delivery through coordination, collaboration and delegation.
- Integrate communication strategies in interacting with the person.
- Apply nursing and health related research to nursing practice.

Admission Criteria

1. Continuous enrollment, readmission or admission to the University as a transfer student.
2. Cumulative GPA of 2.5 minimum based upon completion of freshman and sophomore courses listed in the suggested order of study.
3. Completion of the following required support courses with a grade of 'C' or higher:

BIO 121	Anatomy and Physiology I
BIO 221	Anatomy and Physiology II
BIO 231	General and Medical Microbiology
CHEM 120	Chemistry for Allied Health Sciences
BIO 308	Pathophysiology
KINE 385	Nutrition for Human Development
4. All courses from the Suggested Order of Study must be completed prior to entering the nursing major at the junior level.
5. Criminal Record check
6. State of Missouri Caregiver Background Screening
7. Drug/Alcohol Screen
8. Physical examination with health requirements documented
9. Non-refundable application fee

RSMO 660.317 prohibits a hospital from knowingly allowing those guilty of Class A and B felonies as defined by state law to give care to clients in the agency. Missouri Southern State University students are assigned to do clinical practice in cooperating hospitals and the Department is in agreement that students must meet these requirements. Results of a personal criminal history record check and caregiver background screening must be on file prior to fall semester of the Junior Year of nursing courses. Applicants who have been found guilty and/or listed on background check lists in the Family Care Safety Registry pursuant to sections 210.900 to 210.937, RSMo of Class A and B felonies will be ineligible to enter the program.

ADMISSION TO THE PROGRAM IS COMPETITIVE.

Applicants must demonstrate evidence of personal characteristics and integrity that indicate high probability of successful degree completion and must meet application criteria necessary to complete the National Council Licensure Examination (NCLEX-RN).

Application, readmission and transfer forms and criteria are available from the Department of Nursing.

Deadline for Department of Nursing application and Missouri Southern State University transcript is January 31.

The applicant is responsible for verifying that the Missouri Southern State University transcript contains all transcribed courses from other colleges and universities prior to the application deadline and submitting the Missouri Southern State University transcript to the Department of Nursing by the stated deadline.

Students who meet all admission criteria and have completed the Suggested Order of Study for the Bachelor of Science Degree in Nursing at Missouri Southern State University will be given preference in admission.

Progression policies: Refer to the Department of Nursing Student Handbook for progression policies. The Department of Nursing Student Handbook can be accessed at www.mssu.edu/academics/technology/nursing.

Freshman Option: Direct Provisional Admission (DPA)

Students entering as first time freshmen to Missouri Southern State University will have the opportunity to receive direct provisional admission to the nursing program based upon the following criteria:

1. Meet all requirements for regular admission to Missouri Southern State University as a first-time freshman.
2. ACT composite score of 25 or higher.
3. Maintain a 3.0 GPA in required courses each semester with a grade of 'C' or above (refer to catalog for required courses).
4. Meet all other requirements for admission to nursing major prior to matriculation.

Admission of Baccalaureate Degree Applicants

Applicants holding a baccalaureate degree are considered by the University as having completed the General Education Requirements. Degreed nursing applicants must meet all stated admission requirements.

The cumulative GPA on baccalaureate degree earned will apply to degreed nursing applicants.

Required support courses for admission into the nursing major including natural area physical sciences courses requiring a grade of 'C' or higher are as follows:

BIO 121	Anatomy and Physiology I	4
BIO 221	Anatomy and Physiology II	5
BIO 231	General and Medical Microbiology	5
CHEM 120	Chemistry for Allied Health Sciences	5
BIO 308	Pathophysiology	4
KINE 385	Nutrition for Human Development	3
Total		26

Admission of Registered Nurses (RNs)

Registered nurses are admitted to the University as graduates of Southern's Associate Degree Nursing Program or as transfer students. In addition to the program admission requirements, registered nurses must also meet the following requirements:

1. Graduation from a state-approved and National League for Nursing Accrediting Commission (NLNAC) accredited associate degree or diploma nursing program. Registered nurse applicants from non-NLNAC

accredited nursing programs must complete NURS 301 Transitions in Nursing and attain a GPA of 3.0 in the first semester of coursework in order to be granted regular admission status.

- Current registered nurse licensure or eligibility in the state of Missouri.
- Upon successful completion of NURS 301 Transitions in Nursing, 3 credit hours, validation of 31 credit hours of nursing knowledge will be transcribed for credit as follows:

NURS 310 Health Assessment and Technologies5 cr
NURS 330 Adult Nursing I3 cr
NURS 335 Adult Nursing II4 cr
NURS 340 Nursing Care of the Childbearing Family4 cr
NURS 360 Mental Health Nursing4 cr
NURS 380 Nursing Care of the Child and Family5 cr
NURS 400 Complex Nursing6 cr

An assessment fee per credit hour will be charged to the student's account.

- The RN has an option to challenge NURS 305 Pharmacology in Nursing (3 credit hours) and NURS 370 Gerontologic Nursing (3 credit hours) through departmental examination. An assessment fee per credit hour will be charged to the student's account.

Admission of Licensed Practical Nurses (LPNs)

Licensed Practical Nurses (LPNs) are admitted to the University as first-time (generic) or transfer students. LPN applicants must meet all University and program requirements for admission. The LPN has the option to challenge 11 credit hours for NURS 305 Pharmacology in Nursing, NURS 310 Health Assessment and Technologies, and NURS 370 Gerontologic Nursing through departmental examination. An assessment fee per credit hour will be charged to the student's account.

Transfer Policy for Students from a Baccalaureate Degree Nursing Program

- All program admission criteria must be met.
- A letter of reference is required from the Dean or Director of the nursing program previously attended stating the student left in good standing and is eligible for readmission.
- Transfer courses will be evaluated for course equivalency at Missouri Southern on an individual basis.
- Nursing courses with a clinical component must be fully met.
- Transfer is based on space availability.

Special Fees

In addition to all established fees for University students, special laboratory fees are assessed for:

- Fall semester Junior Year – NURS 310
Nursing Assessment and Technologies\$635.00
- Spring Semester Junior Year – NURS 380
Nursing Care of the Child and Family\$350.00
- Fall semester Senior Year – NURS 430
Advanced Health Assessment\$635.00
- Spring Semester Senior Year – NURS 450
Community Health Nursing\$440.00

Other costs incurred during the program include, but are not limited to: required nurse bag equipped for courses, uniforms, pins, standardized examination fees, graduation fees, licensing examination fees, hepatitis series, current immunizations, etc. An estimated cost sheet for nursing students is available in the Department of Nursing.

Bachelor of Science Degree Nursing

Nursing Applicant NU01

Major Code NU00

Semester Hours

General Educations Requirements (p. 45) 46-47*32

Nursing Major Requirements94-97

(See course descriptions for prerequisites)

BIO 121 Anatomy and Physiology I*4
CHEM 120 Chemistry for Allied Health Sciences*(5)

OR

CHEM 151 General Chemistry I*5

PSY 100 General Psychology*3

ECON 180 American Economic System*3

Pre-Nursing Requirements

BIO 221 Anatomy and Physiology II5

BIO 231 General and Medical Microbiology5

BIO 308 Pathophysiology4

KINE 385 Nutrition for Human Development (3)

OR

DH 310 Nutrition3

CIS 105 Introduction to Microcomputer Use (3)

OR

MM 237 Using information Systems (3)

OR

CIS 305 Microcomputer Applications3

Nursing Major Requirements

NURS 301 Transitions in Nursing (RNs only)+3

NURS 305 Pharmacology in Nursing^#3

NURS 310 Health Assessment and Technologies^+5

NURS 330 Adult Nursing I+3

NURS 335 Adult Nursing II+4

NURS 340 Nursing Care of the Childbearing Family+4

NURS 360 Mental Health Nursing+4

NURS 370 Gerontologic Nursing (WI)^#3

NURS 380 Nursing Care of the Child and Family+5

NURS 400 Complex Nursing+6

NURS 420 Nursing Ethics (WI)3

NURS 430 Advanced Health Assessment3

PSY 320 Applied Statistics (3)

OR

MATH 310 Elementary Statistics (3)

OR

GB 321 Business Statistics (3)

OR

SOC 305 Social Science Statistics3

NURS 450 Community Health Nursing5

NURS 460 Nursing Research (WI)3

NURS 470 Nursing Management and Leadership5

Total 126-129

*Satisfies the General Education Requirements. MATH 130 is required for General Education Requirement Area C.

+RNs only. Complete NURS 301 Transitions in Nursing with a grade of "C" and receive credit for NURS 310, 330, 335, 340, 360, 380 and 400.

^Credit by department examination for Licensed Practical Nurses (fee assessed).

#Credit by department examination for Registered Nurses (fee assessed).

Minors

Minors in supportive disciplines are available to nursing students. See requirements for the following suggested (but not exclusive) minors: Informatics, Business, Spanish, etc.

Americans with Disabilities Act Implications

Students are required to have completed a physical examination/health verification after conditional admission to the nursing program. Students will be required to demonstrate physical and/or emotional fitness to meet the essential requirements of each course in the program. Such essential requirements include freedom from communicable diseases, the ability to perform certain physical tasks and suitable emotional fitness. Any appraisal measures used to determine such physical and/or emotional fitness will be in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Core performance standards for admission and progression which comply with the Americans with Disabilities Act of 1990 are available in the office of the Department of Nursing.

For additional information contact:

Department of Nursing

Phone: 417.625.9322

Email: nursing@mssu.edu

Course Descriptions

NURS 0301 (F) 3 hrs. cr.
Transitions in Nursing

This course will assist the Registered Nurse student to examine the role of a baccalaureate degree prepared nurse in a changing health-care environment. The student will have the opportunity to integrate current nursing practice, philosophy, concepts and theories into his/her professional practice. Offered online only. Prerequisite: Admission to the nursing program and registered nurse licensure.

NURS 0302 (F,Demand) 3 hrs. cr.
Herbal and Complementary Therapies

Herbal and Complementary Therapies is a course designed to enhance the learner's understanding and appreciation of universal alternative and holistic approaches to health. "Nontraditional" treatment methods that comprise complementary therapies include herbal medicine, homeopathy, naturopathy, therapeutic massage and acupuncture. One 3-hour lecture per week. Prerequisite: BIO 101 General Biology.

NURS 0305 (F) 3 hrs. cr.
Pharmacology in Nursing

This course is designed to introduce the nursing student to essentials of basic and clinical pharmacology in preparation for application with patient populations in a clinical setting. The student will focus on the commonalities of drug classifications related to the physiologic systems of clients during the life span. Prerequisite: Admission to the nursing program and concurrent with NURS 310 and NURS 320. (Concurrent enrollment in NURS 301 Transitions in Nursing is required for RNs.)

NURS 0310 (F) 5 hrs. cr.
Health Assessment and Technologies

Incorporates a systematic approach to basic health assessment and application of basic nursing interventions for the person with limited variances in health. Three hours lecture and six hours lab per week. Prerequisite: Admission to the nursing program and concurrent with NURS 305 and NURS 320.

NURS 0330 (F) 3 hrs. cr.
Adult Nursing I

This course focuses on beginning concepts in nursing practice and variances in health of adults with common health problems. Emphasis is on application of the nursing process in secondary prevention. Four (4) hours lecture per week for the first half of term of the fall semester concurrent with nine (9) hours clinical per week for the first half of term of the fall semester. Prerequisite: Admission to the nursing program and concurrent with NURS 305 and NURS 310. This course precedes NURS 335 that is offered in the second half of term of the fall semester.

NURS 0335 (F) 4 hrs. cr.
Adult Nursing II

NURS 335 builds on the concepts of NURS 330 and expands on nursing practice regarding variances in health of adults with common health problems. Emphasis is on application of the nursing process in secondary prevention. This course is taught in the second half of term of the fall semester with four (4) hours lecture per week, and nine (9) hours clinical per week for the second half of term of the fall semester. Prerequisite: Admission to the nursing program, successful progression from NURS 330 with minimum grade of "C" and concurrent with NURS 305 and NURS 310.

NURS 0340 (S) 4 hrs. cr.
Nursing Care of the Childbearing Family

Focuses on health promotion of the developing family and nursing care of the maternity client with variances of health. Four (4) credit hours. Three (3) hours of lecture and three (3) hours clinical per week. Prerequisites: NURS 305, NURS 310, NURS 330 and NURS 335 with a minimum GPA of 2.5 and concurrent with NURS 360, NURS 370, and NURS 380.

NURS 0360 (S) 4 hrs. cr.
Mental Health Nursing

Focuses on assessment, promotion of mental health and care of the person with variances in mental health. Use of therapeutic communication and the nurse-client relationship are emphasized. Two hours lecture, six hours of clinical per week. Prerequisites: Minimum 2.5 GPA in prior semester in NURS 305, NURS 310, NURS 330 and NURS 335 and concurrent with NURS 340, NURS 370 and NURS 380.

NURS 0370 (S) 3 hrs. cr.
Gerontologic Nursing *(Writing Intensive)*

Focuses on the normal aging process and common health variances of the older person. Three hours lecture per week. Prerequisites: Minimum 2.5 GPA in prior semester in NURS 305, NURS 310, NURS 330 and NURS 335 and concurrent with NURS 340, NURS 360 and NURS 380 or RN status with permission of instructor.

NURS 0380 (S) 5 hrs. cr.
Nursing Care of the Child and Family

Focuses on health promotion of the developing family and nursing care of the pediatric client with variances of health. Five (5) credit hours. Three (3) hours of lecture and six (6) hours of clinical per week. Prerequisites: NURS 305, NURS 310, NURS 330 and NURS 335 with a minimum GPA of 2.5 and concurrent with NURS 340, NURS 360 and NURS 370.

NURS 0400 (F) 6 hrs. cr.
Complex Nursing

Focuses on the nursing care of persons with complex variances in health in acute care and rehabilitation settings. Three hours lecture, nine hours of clinical per week. Prerequisites: Minimum of 2.5 GPA in prior semester in NURS 340, NURS 360, NURS 370, and NURS 380 and minimum score of 850 on Evolve MC-1 or MC-2 test and concurrent with NURS 420 and NURS 430.

NURS 0420 (F) 3 hrs. cr.
Nursing Ethics and Informatics (Writing Intensive)

Focuses on the process of ethical decision making. Ethical issues confronting the professional nurse including issues related to informatics in healthcare are explored. Writing intensive. Three hours lecture per week. Prerequisites: Minimum 2.5 GPA in prior semester in NURS 340, NURS 360 NURS 370 and NURS 380 and minimum score of 850 on Evolve MC-1 or MC-2 and concurrent with NURS 301 (RNs), NURS 400 and NURS 430.

NURS 0430 (F) 3 hrs. cr.
Advanced Health Assessment

The emphasis of advanced health assessment will be refining abilities to utilize techniques to assess, identify and describe variances from normal. Two hours lecture, three hours of lab per week. Prerequisites: Minimum of 2.5 GPA in prior semester in NURS 340, NURS 360, NURS 370 and NURS 380 and minimum score of 850 on Evolve MC-1 or MC-2 test and concurrent with NURS 400 and NURS 420.

NURS 0450 (S) 5 hrs. cr.
Community Health Nursing

Concepts and methods for assessment of community strengths and health needs will be analyzed to improve the overall health status of the person and aggregates. Three hours lecture, six hours of clinical per week. Prerequisites: Minimum 2.5 GPA in prior semester in NURS 400, NURS 420 and NURS 430 and concurrent with NURS 460 and NURS 470.

NURS 0460 (S) 3 hrs. cr.
Nursing Research (Writing Intensive)

Emphasizes evaluation of nursing research, utilization of research findings in the clinical setting and assisting in the conduct of research. Three hours of lecture per week. Prerequisites: PSY 320, minimum 2.5 GPA in prior semester in NURS 400, NURS 420 and NURS 430 and concurrent with NURS 450 and NURS 470.

NURS 0470 (S) 5 hrs. cr.
Nursing Management and Leadership

Emphasis is on nursing management and organization, nursing leadership skills and resource allocation. Three hours lecture and six hours clinical per week. Prerequisites: Minimum 2.5 GPA in prior semester in NURS 400, NURS 420 and NURS 430 and concurrent with NURS 450 and NURS 460.

NURS 0498 (Demand) 1-3 hrs. cr.
Advanced Topics in Nursing

Special topic or topics not normally included in another course. Prerequisites: Upper division standing; additional requirements will be stipulated in the syllabus of the course.

and promote conceptual, technical, contextual, integrative and adaptive competence so that graduates are well rounded in all phases of professional behavior. Graduates will be prepared to enter the health professions workforce and be eligible for licensure, certification and advanced education.

The School of Health Sciences, Public Safety, Technology and the Department of Emergency Medical Services offer certificate programs preparing students to challenge the National Registry examinations. The program is closely integrated with area Emergency Medical Services and area Trauma Centers. Students seeking information about these programs should contact the Director of EMS programs for details about applying for admission to the program. The program meets all requirements of the National Curriculum. The Department of Emergency Medical Services is an accredited training entity for the Missouri Department of Health and Senior Services and the Missouri Unit of Emergency Medical Services. Classroom instruction is supplemented by clinical observation and field experience. The program meets through three consecutive semesters beginning each fall semester. The clinical training is arranged through area hospitals and advanced life support ambulance services.

The completed application packet must be submitted to the Department of Emergency Medical Services by June 1 for all students wishing to enter the program in the fall. Special book and equipment fees are assessed for this course.

Paramedic
 Certificate Code PA80

Paramedic Certificate Requirements

PARA 250	Paramedic I	12
PARA 270	Paramedic II	12
PARA 290	Paramedic III	9
Total		33

Admission Criteria

1. Must be 18 years of age before first class.
2. High school graduation diploma or its equivalent.
3. Evidence of successful completion of Emergency Medical Technician course.
4. Possession of current State of Missouri EMT license, or eligibility and ability to obtain one by first day of class.
5. Maturity of judgment, sound moral character and health status, which provide reasonable assurance that the student will meet the physical and mental demands of the occupation.
6. Completion of PARA 201 or BIO 121 (or equivalent) with a grade of "C" or better.
7. Submission of completed application and required materials by application deadline.
8. Submission of MSSU admission application by program application deadline.

Final selection of student by the admissions committee shall be based on the following factors:

1. Oral interview to determine career goals, communication skills, background, and orientation toward the paramedic educational program.
2. Written and practical exam which will include Emergency Medical Technician and math questions.
3. Letters of recommendation from employers, professional personnel, and/or past instructors.

PARAMEDIC

Public Safety Center 155 • 417.625.3020

Faculty Peine-Head

Mission

The mission of the Missouri Southern State University Department of Emergency Medical Services is to educate and graduate an EMS professional who is a competent entry-level practitioner. The program is designed to develop

EMERGENCY MEDICAL TECHNICIAN

Public Safety Center 155 • 417.625.3020

Faculty Peine-Head

The School of Health Sciences, Public Safety, Technology and the Department of Emergency Medical Services offer certificate programs preparing students to take the National Registry examinations. The program is closely integrated with area Emergency Medical Services and area Trauma Centers. Students seeking information about these programs should contact the Director of EMS programs for details about applying for admission to the program. The program meets all requirements of the National Curriculum. The Department of Emergency Medical Services is an Accredited Training Entity for the Missouri Department of Health and Senior Services and the Missouri Unit of Emergency Medical Services. Classroom instruction is supplemented by clinical observation and field experience. The program meets through one semester beginning each fall and spring semester. The clinical training is arranged through area hospitals and advanced life support ambulance services.

EMT

Certificate Code PA80

PARA 0220 Emergency Medical Technician 9

Admission Criteria

1. Must be 18 years of age to sit for the National Registry examinations.
2. High school graduation diploma (or equivalent) or a student in good standing at the high school junior or senior level.
3. Maturity of judgment, sound moral character and health status, which provide reasonable assurance that the student will meet the physical and mental demands of the occupation.
4. Must submit proof of required immunizations.
5. Pass a thorough, department approved background check.
6. Possess a current CPR for Healthcare Provider certification.
7. Submit application and required documents by the application deadline.

Course Descriptions

PARA 0201 (F,S) 4 hrs. cr. Concepts of Anatomy & Physiology in Emergency Medical Care

Concepts of Anatomy & Physiology in Emergency Medical Care is a fundamental course designed to provide you with the understanding and knowledge to help you succeed in pre-hospital emergency care. The course covers how the structure and function of various systems and organs in the human body interact to function as a unit. Emphasis will be placed on the cardiovascular, respiratory, gastrointestinal, musculoskeletal, and central nervous systems. Four hours of lecture per week. Enrollment is restricted to Pre-Paramedic students only.

PARA 0220 (F,S) 9 hrs. cr. Emergency Medical Technician

This training course is organized to provide the student with knowledge about the acute, critical differences in physiology, pathophysiology, or clinical symptoms, as they pertain to the pre-hospital emergency medical care of the infant, child, adolescent, adult and geriatric patient. The student will have an opportunity to acquire clinical experience and practical skills related to the emergency medical care of these patients.

PARA 0250 (F) 12 hrs. cr. Paramedic I

This training course is organized to cover the Preparatory, Airway Management, Patient Assessment, and introduce the Trauma portion of the National Curriculum. The classes will meet for three, four-hour classes each week of the semester. The class time will include both didactic and hands-on training of the skills needed including medication administration, airway maintenance, IV access, monitoring, and patient assessment. Prerequisites include completion of PARA 201 or BIO 121 (or equivalent) with a "C" or higher, a current Missouri EMT-Basic license, and a current CPR for Healthcare Provider card.

PARA 0270 (S) 12 hrs. cr. Paramedic II

Paramedic II is organized to cover the Trauma and Medical portion of the National Curriculum. The course provides the student with knowledge about the acute, critical differences in physiology, pathophysiology, or clinical symptoms, as they pertain to the pre-hospital emergency medical care of the infant, child, adolescent, adult, and geriatric patient. The student will have an opportunity to acquire clinical experience and practical skills related to the emergency medical care of these patients both during class time and during hospital based clinical rotations. Prerequisites include completion of PARA 250 with a "C" or higher, current CPR for Healthcare Provider certification, and a current Missouri EMT-Basic license.

PARA 0290 (Su) 9 hrs. cr. Paramedic III

Paramedic III is organized to cover the Special Populations and EMS Operations portions of the National Curriculum. During Paramedic III, the student will meet for one class a week for the didactic portion covering special considerations in emergency medicine, assessment based management, and operations of the Emergency Medical Services. During the remaining part of the week, the student will be assigned specific hours with Advanced Life Support Ambulance Services and specified Preceptors to complete the Field Internship portion of the training. Prerequisites include completion of Para 270 with a "C" or higher, current CPR for Healthcare Provider certification, and a current Missouri EMT-Basic license.

PRE-ENGINEERING

Reynolds Hall 210 • 417.625.9766

Faculty Archer - Head, Chelf, Knapp, Marsh

The Chemical and Physical Sciences Department at Missouri Southern, in cooperation with the engineering staff at the Missouri University of Science and Technology and the University of Missouri-Columbia, have prepared booklets describing the Cooperative Engineering Program between these schools and MSSU. These booklets list the course sequence for a student taking the first two or two and one-half years of an engineering science cur-

riculum at Southern and planning to transfer to MS&T or UMC. The plan also includes the courses the student will take at MS&T or UMC to complete a BS degree in various engineering disciplines. Engineering school general education requirements are different from liberal arts requirements so it is strongly recommended that the student consult with a pre-engineering adviser in the Physical Science dept. Any student or adviser who desires a copy of the booklet should contact the Chemical and Physical Sciences Department.

Although most of the engineering programs are standard for the first two years, there are a few differences and thus the student should meet with a pre-engineering adviser during the first semester. If a student wishes to transfer to a school other than MS&T or UMC, it is suggested that the catalog of that school be reviewed for any differences in its program and the MS&T or UMC outline. College catalogs are available in the Reserve Area of Spiva Library. Any adviser who desires a copy of the booklet should contact the Chemical and Physical Sciences Department.

Pre-Engineering Curriculum

	Semester Hours
General Educations Requirements (p. 46) 27-28**	17
Pre-Engineering Requirements	48-49
PHYS 250 General Physics I*	2
PHYS 260 General Physics II*	3
PHYS 290 General Physics III*	4
PHYS 291 General Physics III Lab.	1
PHYS 312 Statics*	3
CHEM 151 General Chemistry I**	5
MATH 150 Calculus with Analytical Geometry I**	5
MATH 250 Calculus with Analytical Geometry II*	5
MATH 260 Calculus with Analytical Geometry III*	3
CIS 110 Programming I	3
ECON 201 Principles of Economics (Macro)**	3
Elective (MATH or Physics)***	7-8
Electives (Humanities/Social Science/Drafting/Chemistry/Computer Science)***	4
Total	65-66

*See course descriptions for prerequisites.

**Required math, economics and physics courses simultaneously satisfy 11 hours of General Education Requirements and major requirements.

***The student should meet with a pre-engineering adviser for the proper selection depending on the field of engineering.

For additional information contact:

Marsi Archer
Office: Reynolds Hall 213
Phone: 417.625.9541
Email: archer-m@mssu.edu

RADIOLOGIC TECHNOLOGY

Health Sciences Building 325 • 417.625.3118

Faculty Schiska - Head

Mission

Consistent with the philosophy of MSSU, the mission of the radiologic technology program is to provide high quality entry-level radiographers for the service area of the university. Attention is focused on the needs of each student for local and international service.

The Associate of Science Degree in Radiologic Technology combines General Education Requirements courses, a supportive course in the behavioral sciences, natural sciences and special courses in the field of radiology, including extensive clinical laboratory experiences. The clinical laboratory experiences are provided through agreements between Missouri Southern and other accredited facilities and may include weekends and evening rotations. The student successfully completing the curriculum is eligible to write the National ARRT Certification Examination to become a Registered Technologist.

Completion of the degree requires the completion of General Education Requirements for the Associate of Science Degree, all Radiologic Technology courses, BIO 221 and BIO 240. Students must complete the prerequisites of Anatomy and Physiology I (BIO 121), Medical Terminology (RAD 111), English Composition I (ENG 101) and Intermediate Algebra (MATH 30) before entering the program. Transfer students should check course equivalencies prior to enrolling in courses at other institutions.

Special admissions procedures are required for admittance into this program in addition to those required for admission to Missouri Southern State University. This includes a "C" in all prerequisites and other classes required for the course of study taken prior to admission. A limited number of students are allowed into the program each year (see website: <http://www.mssu.edu/technology/Rad/> for additional information on admission requirements). A special Radiologic Technology application with supporting materials must be submitted to the Director of the Radiology Program by January 31st of the year the student wishes to enter the program (see application process on website). Accepted students begin the program at the beginning of the following fall semester.

Students seeking admission to the program should possess superior academic and critical thinking skills. They should possess the ability to problem-solve, communicate effectively and have strong interpersonal skills. In addition, they must possess strong academic skills in the sciences, with a good background in anatomy and physiology. Basic courses in physical science and/or chemistry will help prepare students for successful completion of the program. They must have the physical abilities to hear, see, lift and remain on their feet for long periods of time in order to provide safe patient care in clinical rotations. They should have the ability to lift a minimum of 50 pounds on a frequent basis. Students who have further questions regarding the above abilities and skills should contact the radiologic technology department at MSSU (see contact information in this section of the catalog). Or may visit our web site at <http://www.mssu.edu/academics/technology/radiology/index.php>.

In addition to established fees for all university students, special fees of \$17.50 for the first semester of each year for insurance and \$250 for the last summer semester are required for enrollment in radiology courses. These fees may change annually.

Students who are already Registered Technologists (through the American Registry of Radiologic Technologists) may also enter the program. Radiol-

ogy course credit may be granted to the Registered Radiologic Technologist equal to that granted to the graduating Associate of Science student at the time the Registered Radiologic Technologist starts the program. Students must then complete the additional Associate of Science Degree General Education Requirements as outlined in the catalog.

A BS in Health Science with an emphasis in radiologic technology option is also available to those wishing to seek a more advanced degree beyond the A.S. option. For more information, please see the health science degree option in this catalog.

For additional information visit our website:

<http://www.mssu.edu/academics/technology/radiology/index.php>

Associate of Science in Radiologic Technology

Major Code RA01

	Semester Hours
General Education Requirements (p. 46) 27-28*	23-24
Radiology Requirements	61
RAD 101 Introduction to Radiology	3
RAD 110 Clinical Training I	2
RAD 111 Medical Terminology	3
RAD 132 Principles of Radiographic Exposure	3
RAD 142 Radiographic Positioning I	3
RAD 170 Radiologic Physics	3
RAD 210 Clinical Training II	2
RAD 241 Radiographic Positioning II	3
RAD 290 Clinical Training III	2
RAD 301 Image Critique & Quality Management in Radiology	2
RAD 320 Radiographic Positioning III	3
RAD 340 Clinical Training IV	3
RAD 350 Patient Care and Radiation Protection in Radiology	3
RAD 360 Clinical Training V	3
RAD 370 Special Topics in Radiology	3
RAD 380 Clinical Training VI	2
RAD 399 Advanced Radiology	3
BIO 121 Human Anatomy & Physiology I*	4
BIO 221 Human Anatomy & Physiology II	5
BIO 240 Radiation Biology	3
PSY 100 General Psychology*	3
Total	84-85

*Also satisfies General Education Requirement under Life Sciences. Psychology (PSY 100) is a required course in the General Education Requirement.

For additional information contact:

Alan Schiska, Program Director
Office: Health Sciences Building 325
Phone: 417.625.3118
Email: schiska-a@mssu.edu

Dr. Tia Strait, Dean, School of Health Sciences, Public Safety, and Technology
Office: Public Safety Center 126
Phone: 417.625.9328
Email: strait-t@mssu.edu

Course Descriptions

RAD 0101 (F) 3 hrs. cr. Introduction to Radiology

Basic procedures and equipment in the radiology department. Includes organization, function and supervision of a radiology department with a history of x-ray, patient care basics, ethical principles and legal aspects of radiologic technology and basic principles of radiation protection. Three hours lecture per week.

RAD 0110 (F) 2 hrs. cr. Clinical Training I

Clinical training with special emphasis in the areas of the thorax, pelvis, extremities and spine radiography.

RAD 0111 (F,S) 3 hrs. cr. Medical Terminology

The language of medicine, especially as related to radiology, through a comprehensive study of the more common medical roots, prefixes and suffixes. Relates medical roots to everyday English words. A survey of procedural, pharmacological, medical and surgical terms are included. Three hours lecture per week. Cross-listed as HS 111.

RAD 0132 (S) 3 hrs. cr. Principles of Radiographic Exposure

Fundamental principles of technique and technique conversion with particular emphasis on the factors that directly and indirectly affect radiographic exposure. Emphasis on radiation protection, processing, image artifacts and digital modalities. Three hours lecture per week.

RAD 0142 (F) 3 hrs. cr. Radiographic Positioning I

Basic radiographic positioning including both standard and specialized positions of the abdomen, chest, bony thorax and spine. Image critique and radiation protection are included as critical parts of this course. One and a half hours lecture, three hours lab per week.

RAD 0170 (F) 3 hrs. cr. Radiologic Physics

The physics of radiology. The physical principles of X-ray production, including theory in electricity, rectification, circuitry and basic equipment maintenance. Three hours lecture per week.

RAD 0210 (F) 2 hrs. cr. Clinical Training II

Intensive clinical training with emphasis in fluoroscopy and various contrast studies. Additional experience and competencies will also be obtained in the areas of general radiography, portables and an introduction to surgical rotations.

RAD 0241 (S) 3 hrs. cr. Radiographic Positioning II

Radiographic procedures and positioning related to the bony thorax, digestive, urinary and reproductive systems. A basic overview is given of surgical, mobile and trauma radiography. Special emphasis on the use and preparation of contrast media, patient preparation and procedures employed, including tomography to visualize organs of interest and pathophysiology of the above systems. Two and one half hours lecture, one hour lab per week. Prerequisites: RAD 142 or permission of instructor.

RAD 0290 (Su) 2 hrs. cr.
Clinical Training III

Clinical training in special procedures requiring sterile fields and surgical cases. Continued practice and competency in general radiography, surgery and contrast studies. Prerequisites: RAD 110, RAD 210.

RAD 0301 (Su) 2 hrs. cr.
Image Critique and Quality Management in Radiology

Theory and practice in the art and science of evaluating the technical quality of images. Students will develop critical-thinking and problem-solving skills to correct positioning and technical errors. Includes an introduction to quality assurance and pathophysiology of the skeletal and respiratory systems. Prerequisites: RAD 132, RAD 170. Four hours of lecture per week.

RAD 0320 (F) 3 hrs. cr.
Radiographic Positioning III

An in-depth study of the anatomy and radiographic equipment and positioning used in skulls, facial bones, sinuses, arthrography, long bone measurements and mammography. Part II of this course will include an introduction to CT and an overview of sectional anatomy of the brain, spine, neck, chest and abdomen. One and a half hours of lecture, three hours of lab per week. Prerequisite RAD 241.

RAD 0340 (F) 3 hrs. cr.
Clinical Training IV

Continued training in special procedures with increased responsibility in surgical radiography. Continued clinical proficiency development in general radiography, including contrast studies, surgical, portable, facial and skull radiography. Prerequisite: RAD 290 or permission of instructor.

RAD 0350 (F) 3 hrs. cr.
Patient Care and Radiation Protection in Radiology

A continuation of basic patient care and radiation protection learned to this point in the program. Course content includes signs, symptoms and appropriate technologist response to common emergencies encountered in radiology. Infection control, chest tubes, enteral tubes and vascular access lines, as well as medication administration, venipuncture and basic ECG will also be covered. Emphasis will be placed on radiation biology and radiation protection of the patient and technologist involved in patient care procedures. Three hours lecture per week. Prerequisites: RAD 101 or permission of instructor.

RAD 0360 (S) 3 hrs. cr.
Clinical Training V

Students will rotate through special procedures with increased responsibility and do an introductory rotation through CT scans. In addition, students will continue to incorporate skills and competencies in basic radiologic procedures. Prerequisite: RAD 340.

RAD 0370 (S) 3 hrs. cr.
Special Topics in Radiology

Course covers angiography, myelography, digital modalities, bone densitometry and CT with an introductory segment on MRI and ultrasound. Special emphasis on equipment operation, patient care, contrast preparation, procedural steps and pathophysiology. Three hours lecture.

RAD 0380 (Su) 2 hrs. cr.
Clinical Training VI

Clinical training in CT and an optional rotation through MRI or other advanced modality. Continued work in proficiency in basic radiographic examinations and competencies. Prerequisite - RAD 360.

RAD 0399 (Su) 3 hrs. cr.
Advanced Radiology

A capstone course designed to prepare students for the national certification examination. Course will include advanced concepts and testing over all major aspects covered by the national certification examination as outlined by the American Registry of Radiologic Technologists. Prerequisites - RAD 101, RAD 170, RAD 132, RAD 241. Six hours lecture per week.

RESPIRATORY THERAPY

Health Sciences Building 325 • 417.659.4405

Faculty Pippin - Head, Dunaway, Whiteman

Mission

The mission of the program is to provide an outstanding educational program that offers students an opportunity to develop knowledge, skill and attitudes essential for safe, effective practice within the scope of respiratory care practitioners.

Goals**Program goals are:**

1. To supply the community with respiratory care practitioners.
2. To prepare program graduates to pass the National Board for Respiratory Care Credentialing Examinations.

A career in the medical field can be a dynamic and rewarding opportunity. The changing nature of the medical profession is creating a demand for multi-skilled health professionals with communication, interpersonal and excellent clinical skills such as the respiratory care practitioner. The Respiratory Therapy Program is designed to prepare students to be employed in the hospital, clinic, sleep laboratory and alternate care settings such as a durable medical equipment company. Respiratory Therapy Practitioners perform a variety of clinical, diagnostic and management functions in these settings.

The Respiratory Therapy Department offers these career tracks:

1. Associate of Science Degree
2. Baccalaureate Degree in Health Sciences. See General Education Requirements and course descriptions on page 49.

The curriculum offers the following options:

- Graduates of the associate degree respiratory care program will be eligible to take the NBRC Certification in Respiratory Therapy to become a Certified Respiratory Therapist (CRT). Successful completion of the CRT exam will allow the graduate to take the written registry and clinical simulation exams to become a Registered Respiratory Therapist (RRT).
- For those students interested in a bachelor degree, there are three options. A Bachelor of Science in Management Technology with an emphasis in General Business, a Bachelor of General Studies or a Bachelor's in Health Sciences, designed for graduates of the Respiratory Therapy program.

The Associate of Science Degree Program in Respiratory Therapy prepares students for a position as a respiratory care practitioner. The program is provided by Missouri Southern State University and Franklin Technology Center, through a consortium for respiratory care education. The program is accredited by the Commission on Accreditation for Respiratory Therapy,

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1248 Harwood Road, Bedford, TX 76021. The Associate of Science program consists of a core academic component and a major concentration component. The academic section consists of the MSSU Associate of Science degree requirements, including courses in the Humanities and Fine Arts, Life and Physical Science, Social and Behavioral Science, Mathematics, Written and Oral Communication, Health and Wellness and University Experience. The respiratory care major concentration components comprise both the didactic and respiratory care clinical instructional areas. A comprehensive self-assessment exam must be successfully completed as a requirement for graduation.

All graduates must successfully complete the NBRC Entry Level Certification Examination (CRT) prior to taking the Registry Examination(RRT).

Respiratory Therapy Students must demonstrate numerous competencies representing all three learning domains: the cognitive, psychomotor and affective domains. Students learn, practice and verify these competencies in a number of settings including the classroom, laboratory and clinic. To achieve the required competencies in the classroom setting, respiratory care students must perceive, assimilate and integrate information from a variety of sources. These sources include oral instruction, printed material, visual media and live demonstrations. Students must participate in classroom discussion, give oral reports and pass written and/or computer-based examinations of various formats. Completion of these tasks requires cognitive skills, such as reading, writing and problem-solving. To be physically capable of the classroom work, students must, with assistance, be able to: hear, see, speak, sit and touch. Respiratory care laboratories provide students with the opportunity to view demonstrations, evaluate and practice with medical devices and perform simulated clinical procedures. In addition to the cognitive skills required in the classroom, students must demonstrate psychomotor skills in manipulation of patients and equipment, as well as general professional behaviors, like team-building and interpersonal communications. To satisfy laboratory and clinic requirements, students must perform all procedures without critical error.

Admission to Missouri Southern or Franklin Technology Center does not automatically grant admission to the respiratory care program. In addition to meeting admission requirements to the University, candidates must apply for admission to the Department of Respiratory Therapy. Applications are accepted during the Spring semester for the Fall class.

Enrollment is competitive; Applicants must submit the necessary information to the department office by the designated deadline to be considered for acceptance. Evidence of computer literacy and satisfactory completion of the following prerequisites with a 'C' or better must be presented: MATH 030 Intermediate Algebra or higher and BIO 121 Human Anatomy and Physiology I. Department Recommendation: High school or college course work in Physical Science and Chemistry. Interested individuals are encouraged to contact the Program Director of Respiratory Therapy for more specific information regarding admissions criteria.

In addition to established fees for all university students, other costs are incurred by respiratory care students such as: uniforms, books, self-assessment examinations, graduation pins, AARC student membership dues, liability insurance and various expenses for transportation to off campus clinical sites and professional meetings.

Graduate outcomes

Graduates of the program will:

- **Cognitive** - Demonstrate the ability to comprehend, apply and evaluate clinical information relevant to their role as a respiratory care practitioner.

- **Psychomotor** - Demonstrate the technical proficiency in all skills necessary to fulfill the role as a respiratory care practitioner.
- **Affective** - Demonstrate personal behavior consistent with professional and employer expectations for the respiratory care practitioner.

Admission Criteria

(Associate of Science in Respiratory Therapy)

Application should be made directly to the Respiratory Therapy Department Office on the Missouri Southern State University campus (special admissions procedures are required for admittance into this program in addition to admission to MSSU).

1. Continuous enrollment, readmission or admission to Missouri Southern and Franklin Technology Center as a transfer student.
2. Completion of an approved college-level math and Anatomy & Physiology I course.
3. Provide documentation of computer literacy.
4. Minimum percentile score on the Health Occupations Basic Entrance Test administered by the Department.
5. Submit to background check and drug screen.

Admission to the program is competitive. Applicants who meet all admission criteria, have completed math and biology courses and/or have healthcare experience will be given preference in admission.

Associate of Science in Respiratory Therapy

Major Code RE00

Semester Hours

General Education Requirements (p. 46) 27-28* 20-21

Respiratory Therapy Major Requirements 64

BIO 121	Human Anatomy & Physiology I*	4
MATH 030	or higher*	3
RESP 101	Respiratory Therapy Foundations	3
RESP 102	Cardiopulmonary Sciences	3
RESP 105	Cardiopulmonary Anatomy & Physiology	3
RESP 107	Respiratory Therapy Procedures	3
RESP 108	Respiratory Procedures Lab	3
RESP 120	Cardiopulmonary Pathology	3
RESP 125	Respiratory Therapy Clinical I	3
RESP 129	Cardiopulmonary Pharmacology	3
RESP 222	Introduction to Mechanical Ventilation	4
RESP 226	Cardiopulmonary Diagnostic	3
RESP 239	Respiratory Therapy Clinical II	5
RESP 307	Cardiopulmonary Assessment	6
RESP 311	Neonatal/Pediatric Care	3
RESP 312	Advanced Mechanical Ventilation	3
RESP 313	Alternate Site Respiratory Therapy (WI)	3
RESP 340	Advanced Level Clinical Practice	5
RESP 341	Research Issues, Methods	1
Total		84-85

*Prerequisites BIO 121 & MATH 030 or higher meet AS degree requirement.

Associate of Science degree students must meet the Missouri Constitution Requirement by completing PSC 120 or the Missouri Constitution Test.

Students must pass the National Board for Respiratory Therapy Self Assessment Exam (SAE) for both CRT and RRT prior to graduation from Missouri Southern State University.

For additional information contact:

Glenda Pippin, Director
Consortium for Respiratory Therapy Education
Phone: 417.659.4405
Fax: 417.625.3089
Email: pippin-g@mssu.edu

Course Descriptions

RESP 0101 (F) 3 hrs. cr.**Respiratory Therapy Foundations**

Entry level information is presented regarding respiratory care history from its conception to its current goals and standing. Topics covered include medical terminology, hospital and respiratory care department structure and management, psychosocial aspects of patient care and medical ethics. A clinical session, allows the student an orientation rotation at the program's clinical sites. Prerequisite: Admission to the respiratory care program.

RESP 0102 (F) 3 hrs. cr.**Cardiopulmonary Sciences**

Focuses on the sciences used in the practice of respiratory care. Emphasis will be placed upon physics, chemistry and microbiology and infection control as related to the cardiopulmonary sciences. Prerequisite: Admission to the respiratory care program and completion of a college-level math course.

RESP 0105 (S) 3 hrs. cr.**Cardiopulmonary Anatomy and Physiology**

An in-depth presentation of the cardiopulmonary system, its abnormalities and corrective techniques as related to respiratory care. Included are the concepts of the cardiovascular system, ventilation, diffusion of pulmonary gases, hemodynamic measurements, ventilation perfusion relationships, oxygen and carbon dioxide transport, acid base balance and arterial blood gas analysis. Prerequisite: Admission to the respiratory care program, college level math course and completion of BIO 121.

RESP 0107 (F) 3 hrs. cr.**Respiratory Therapy Procedures**

Theory and practice of basic respiratory care procedures as outlined in the National Board for Respiratory Therapy (NBRC) CRT examination content outline. Including cardiopulmonary assessment, medical gas administration, oxygen therapy, equipment maintenance, chest physiotherapy, chest expansion therapy, airway management, bedside pulmonary function testing, arterial puncture and administering medicated aerosol therapy. Prerequisites: Admission to the respiratory care program and concurrent enrollment or completion of the Respiratory Therapy Procedures Laboratory course.

RESP 0108 (F) 3 hrs. cr.**Respiratory Therapy Procedures Laboratory**

Students practice entry level respiratory care procedures, using state-of-the-art equipment, in the clinical laboratory under simulated patient situations. The student will address the three difficulty levels of learning, in the laboratory environment (Recall, Application and Analysis). Prerequisites: Admission to the respiratory care program and concurrent enrollment or completion of RESP 107.

RESP 0120 (S) 3 hrs. cr.**Cardiopulmonary Pathology**

Study of concepts and theory of selected cardiopulmonary diseases, to include: definition, clinical manifestations, etiology, pathologic, radiological and laboratory findings; prevention, prognosis and treatment. Prerequisite: Admission to the respiratory care program and completion of BIO 121.

RESP 0125 (S) 3 hrs. cr.**Clinical Respiratory Therapy Experience I**

Clinical instruction supplemented by clinical SOAP assessments that allow the student to apply the classroom and laboratory respiratory care competencies mastered in specific respiratory care courses. Prerequisites: RESP 107 & RESP 108.

RESP 0129 (S) 3 hrs. cr.**Cardiopulmonary Pharmacology**

Comprehensive overview of the general principles of pharmacology. Focuses on the drugs and drug groups that are either administered by respiratory care personnel or those that play a role in the care of cardiopulmonary patients. Prerequisite: BIO 121 and admission to the respiratory care program.

RESP 0222 (F) 4 hrs. cr.**Introduction to Mechanical Ventilation (Life Support Technology)**

Emphasis on the technical components of mechanical ventilators, their classification, principles of operation, attachments and the flow/pressure/volume curves generated by various ventilators, as well as compliance and resistance. An introduction to the management of patients receiving mechanical ventilation will be presented in a laboratory format. Prerequisite: Admission to the respiratory care program.

RESP 0226 (F) 3 hrs. cr.**Cardiopulmonary Diagnostics**

Theory, application and equipment for diagnosing respiratory pathologies through the diagnostic concepts used in respiratory care. Include techniques utilized for measurement of lung gas volumes, capacities, flows and cardiopulmonary status during exercise testing. Basic EKG interpretation will be presented. A secured SAE will be administered during the course. Prerequisite: Admission to the respiratory care program.

RESP 0239 (F) 5 hrs. cr.**Clinical and Laboratory Experience II**

Clinical instruction supplemented by clinical SOAP assessments that allow the student to apply the knowledge and respiratory care skills mastered in the Respiratory Therapy courses: Cardiopulmonary Diagnostics, Introduction to Mechanical Ventilation and Neonatal and Pediatric Respiratory care in the laboratory and clinical setting. The course will emphasize ventilator care, diagnostic procedures and alternate site care (home care). Prerequisite: RESP 125.

RESP 0307 (S) 6 hrs. cr.**Cardiopulmonary Assessment**

A systematic approach to advanced cardiopulmonary patient assessment. Emphasis is on evaluation of the respiratory care plan based upon laboratory data, electrocardiogram interpretation, fluid and electrolyte balance, acid base balance and oxygen transport, pulmonary function testing, exercise testing, interpretation of chest x-rays, bronchoscopy and hemodynamic monitoring. Prerequisite: Admission to the respiratory care program. In addition the course addresses ACLS (Advanced Cardiac Life Support). Course will consist of four (4) lecture hours and four (4) lab/clinical hours each week.

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RESP 0311 (F) 3 hrs. cr.

Neonatal and Pediatric Respiratory Therapy

Respiratory care of the neonatal and pediatric population beginning with fetal development and continuing through assessments of infants including, gestational age, APGAR scoring and Silverman scoring. Various heart/lung deficiencies will also be discussed as well as treatment modalities. Prerequisite: Admission to the respiratory care program.

RESP 0312 (S) 3 hrs. cr.

**Advanced Mechanical Ventilation
(Advanced Life Support)**

A continuation of the Introduction to Mechanical Ventilation (Life Support Technology) course. In-depth study of ventilator management in critical care, long-term care and the home environment utilizing case studies and clinical problem based learning sessions. Prerequisite: RESP 222 and admission to respiratory care program.

RESP 0313 (S) 3 hrs. cr.

Alternate Site Respiratory Therapy (Writing Intensive)

Theoretical aspects of providing respiratory care at alternate sites. Includes components of home respiratory care, extended care units, long term care facilities, ventilator rehabilitation centers, physician offices, land/air transport, outpatient diagnostic clinics. Introduces the fundamentals of teaching and learning theories. Prerequisite: Admission to the respiratory care program.

RESP 0340 (Su) 5 hrs. cr.

**Advanced Level Respiratory
Therapy Clinical Experience**

Progressive process of developing cognitive levels at the recall, application and analysis levels as a respiratory care practitioner. Correlates directly with the Advanced Mechanical Ventilation (Advanced Life Support) course, Cardiopulmonary Assessment, Neonate/Pediatric and the Alternate Site (Management/Pulmonary Rehabilitation/Home Care) courses, to provide the student a clinical environment to demonstrate these learned advanced-level respiratory care competencies. Prerequisite: Admission to the respiratory care program and concurrent enrollment or completion of theory coursework.

RESP 0341 (Su) 1 hr. cr.

**Research Issues, Methods and
Problems in Respiratory Therapy**

Directed research and discussion in selected areas of respiratory care for advanced-level respiratory therapist. Course work includes independent literature search under the supervision of a respiratory care instructor that utilizes the student's program acquired respiratory care critical thinking, writing and oral presentation skills. Research scope, depth and area of concentration to be approved by the program director. A secure WRRT exam will be administered during this course.

Interdisciplinary Studies

Applied Science

First-Year Experience Program

Honors Program

Multimedia

Prelaw

Process Improvement

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417.625.9385

Public Safety Center • 417.625.9328

This degree is offered on-line to allow students who transfer into Missouri Southern with an Associate of Science or Associate of Applied Science degree from a community college to complete an undergraduate degree that will facilitate their employment. Designed to enhance and continue the area of specialization chosen in the associate's degree, the student will enroll in courses that will prepare them to compete for entry management positions.

Bachelor of Applied Science

Major Code BAS0

Semester Hours

General Education Requirements (p. 45) 46-47
OR

Completion of Associate

degree (AS or AAS) 60-64

(AS or AAS degree will met some General Education)

BAS Core Requirements 40

CIS 305 Microcomputer Applications. . . 3

COMM 304 Small Group Communication. . 3

COMM 305 Intercultural Communication . . 3

ENT 301 New Business Formation. . . . 3

GB 301 Legal Env. of Business 3

GB 320 Business Communication 3

GB 362 Career Development

OR

IET 494 Career Success. 1

IET 310 Computer Prod/Plan Control . . 3

IET 320 Applied Statistical Qlty Control 3

IET 350 Industrial Supervision 3

IET 460 Competitive Industrial Practices. 3

MM 300 Principles of Marketing 3

MM 350 Fund. of Org. Management . . . 3

Select one: 3

EH 370 Environmental Health

EH 378 Occupational Health & Safety

Additional hours as required to total 124

For additional information contact:

Dr. Richard Miller

Phone: 417.625.9385

Email: miller-r@mssu.edu

Dr. Tia Strait

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**FIRST-YEAR
EXPERIENCE
PROGRAM**

Hearnes Hall 209 • 417.625.9731

The First-Year Experience Program at Missouri Southern State University has been established to assist first year students in the transition to university life and to introduce new students to the opportunities at MSSU. The FYE program oversees several components that help accomplish these goals such as the UE 100: The University Experience course, the Common Reading Program and the Leadership Training courses for peer mentors. For further information on this program, see the FYE section under New Student Programs.

For additional information contact:

Dr. Susan Craig

Director, First-Year Experience Program

Office: Hearnes Hall 209B

Phone: 417.625.9731

Email: craig-s@mssu.edu

Course Descriptions**UE 0100 (F,S,Su)****3 hrs. cr.****The University Experience**

UE 100 is required for all degree-seeking students having completed fewer than 30 credit hours. UE 100 is a fundamentals course designed to assist first-year students in successfully defining themselves both as active participants in the MSSU community and as citizens of a twenty-first century global community. The course offers information on university personnel, services, facilities, policies and emphasizes MSSU's international programs and international study opportunities. Student participation in co-curricular activities is required.

UE 0105 (F,S)**1 hr. cr.****Career and Life Planning**

Materials and methods to help students investigate their present lifestyles including concrete methods of decision making and goal setting. Concentrated career/vocational choice sessions will help students determine an appropriate career. Offered during the first and second half of each semester.

UE 0150 (F,S)**2 hrs. cr.****College Academic Skills**

A course designed to develop and strengthen an understanding of student responsibility, goals and attitudes necessary for the successful transition from secondary school to college. Active learning through critical thinking, reading and writing to support academic success at the University level will be practiced. Students will identify learning styles and strengths and weaknesses associated with their learning processes. UE 150 is a prerequisite for HIST 110/120 for all students with an ACT reading score of 17 or less or students who have not taken the ACT.

UE 0200 (S) 2 hrs. cr.
Leadership and Professional Development

This course is organized into two segments: leadership development and professional development. The leadership development segment of this course focuses on identification of various types of leadership skills and the role of leaders in the workplace. The professional development segment of this course focuses on determining short and long-standing career goals, the basics of the job search and improving on-the-job communication skills (verbal and non-verbal). Prerequisite: Sophomore standing with a declared major and an active Project STAY participant.

UE 0210 (S) 1 hr. cr.
Speed Reading

A course designed specifically to increase reading speed. Students must be capable college level readers to benefit from this computerized format. In addition, students will become aware of factors influencing reading speed and efficiency. This one hour class presents a non-threatening environment for students to practice increasing speed while maintaining an acceptable level of comprehension.

UE 0400 (S) 1 hr. cr.
Leadership Training I

Leadership Training I is a semester-long, one-credit hour course designed to prepare students to serve as peer mentors for the UE 100 course. In Leadership Training I, students develop familiarity with issues, materials, resources and methods relevant to assist them in mentoring first year students enrolled in UE 100. UE 400 may be repeated for credit.

UE 0401 (F,S,Su) 2 hrs. cr.
Leadership Training II

Leadership Training II is a semester-long, two-credit hour course for students who serve as peer mentors for the UE 100 course. Students will receive credit for Leadership Training II for successfully assisting an instructor in teaching a UE 100 class. UE 401 may be repeated for credit. Successful completion of the course entitles a mentor to a cash stipend. Prerequisite: UE 400.

UE 0493 (Demand) 8 hrs. cr.
Legislative Internship

Students will be assigned to a legislator or other qualified person involved in the Missouri Legislative Process to observe and participate in a legislative session. The students will be required to live and work in the capital from the beginning of the session until its conclusion and comply with the MSSU Legislative Intern Handbook. Prerequisites: PSC 120, 30 hours of credit, 2.5 GPA. Cross listed as PSC 493.

HONORS PROGRAM

Taylor 206 • 417.625.3005

The Honors Program serves Missouri Southern State University by recruiting academically talented and motivated students and engaging them in enhanced educational opportunities and challenges designed to promote their development as scholars and citizens. While students will take courses offered in Missouri Southern's regular curriculum, the following courses are specifically designed for Honors students. For a complete description of the program, please see pages 56-57.

For additional information contact:

Dr. Michael Howarth
Office: Taylor Hall
Phone: 417.625.3005
Email: howarth-m@mssu.edu

Course Descriptions

HNRS 0101 (F,S) 1 hr. cr.
Honors Forum

An open forum to introduce Honors Scholars to the principles and practices of scholarly inquiry and active learning. Students in small groups are responsible for the selection, design, research and presentation of topics covering a range or a combination of disciplines. Either HNRS 101 or HNRS 201 may be repeated once for credit.

HNRS 0201 (F,S) 1-4 hrs. cr.
Service Learning

By engaging the Honors Scholar as a volunteer in an unfamiliar, public service-oriented institution, this course experience is designed to expose the student to the concepts of self and cognitive awareness and to lead the student through a critical analysis of the dominant paradigms of thought encountered during the service. Either HNRS 101 or HNRS 201 may be repeated once for credit.

HNRS 0298 (Demand) 1-3 hrs. cr.
Interdisciplinary Seminar

An interdisciplinary Honors course. Topics will vary. Open to all Honors students and other qualified students with instructor's permission. Emphasis on discussion, group activities and projects.

HNRS 0390 (F,S) 3 hrs. cr.
Honors International Study

A directed reflective analysis of an international study experience in either a domestic or foreign culture wherein the Honors Scholar is engaged in service and/or learning which requires an understanding of the world views and principal paradigms which shape that culture. The course is designed to equip the student to articulate with maturity and sophistication the values of a service and/or learning experience in a foreign culture. Prerequisite: Approved international study experience prior to course.

HNRS 0498 (Demand) 1-3 hrs. cr.
Advanced Honors Seminar

An interdisciplinary Honors course for upper-division students. Topics to be announced each time the course is offered. Open to Honors students and other qualified students with instructor's permission.

HNRS 0499 (F,S,Su) 1-3 hrs. cr.
Independent Study

Course structured by the instructor with approval of the Director of the Honors Program. Prerequisite: member in good standing of the Honors Program. Registration must be approved by the student's adviser, department head and school dean.

MULTIMEDIA

Webster Hall 362 • 417.625.3105

The minor in Multimedia is designed to allow students to gain the skills necessary for careers in a variety of occupations such as business communication, advertising, graphics and the arts, network communication systems and business and media communication. Students will gain skills in software, multimedia design, programming, communication, marketing and strategy development.

Minor in Multimedia

Minor Code MM84

	Credit Hours
Required	12
MM 405 Internet Marketing (3)	
CIS 110 Programming I (3)	
ART 101 Two Dimensional Design (3)	
COMM101 Introduction to Human Communication (3)	

Choose two from one of the areas. 6

For Business emphasis (Choose two*)

MM 337	Managment Information Systems (3)
MM 401	Integrated Marketing Communications (3)
MM 432	Consumer Behavior (3)

For Technology emphasis (Choose two*)

CIS 305	Microcomputer Applications (3)
CIS 310	Database Management Systems (3)

For Art/Graphic Design emphasis (Choose two*)

ART 215	Illustrator/InDesign (3)
ART 216	Photoshop/Web Design (3)
ART 240	Typography and Lettering (3)

For Communication emphasis (Choose two*)

COMM 200	Audio Production for Media (3)
COMM 311	Introduction to Public Relations (3)
COMM 470	New Media Technology (3)

Total for Minor (Multimedia) 18

*Other courses may be substituted with permission of adviser.

For additional information contact:

Mr. Kelly Larson
Office: Webster Hall 362
Phone: 417.625.3196
Email: larson-k@mssu.edu

Dr. Chris Moos
Office: Plaster Hall 309L
Phone: 417.625.9703
Email: moos-c@mssu.edu

PRELAW

Justice Center 109 • 417.625.3143

Webster Hall 227 • 417.625.9794

Plaster Hall 309 • 417.625.9783

Faculty Agee, Derfelt, Scott

Law schools agree that a variety of majors prepare students for law school; there is no single preferred course of study for prelaw students. There are a variety of majors they advise students to pursue in order to prepare for law school. The U.S. Department of Labor (www.bls.gov/oco/Ocos053.htm) recommends that students who wish to attend law school should become proficient in writing and speaking, reading, researching, analyzing and thinking critically. They recommend "Courses in English, foreign languages, public speaking, government, philosophy, history, economics, mathematics and computer science, among others." Students may also find useful any courses that acquaint students with legal vocabulary and "hypothetical" exam questions, a staple of law school exams. Some of the MSSU majors that help prepare a student for law school include: Accounting, Criminal Justice, English, History, International Studies, Justice Studies, Mathematics, Political Science and Sociology. There is also a Legal Studies minor open to any student regardless of major. There are a variety of courses which would be helpful to any student desiring to enter law school no matter what major he or she chooses.

Missouri Southern also offers a variety of activities to prepare students for the law school experience. These activities include Law School Admissions Test (LSAT) training sessions, field trips to law schools and on-campus visits by law school recruiters to help students prepare for and select a law school.

The curriculum for prelaw students should be jointly planned by the student and one of the prelaw advisers below. The student may major in almost any discipline emphasizing development of the academic skills necessary to prepare the student for performing well on the LSAT and for the rigorous study required in law school. The major may be determined by the student's



general area of academic interest and by the type of law the student plans to practice, such as government service, private practice, corporate law, criminal prosecution or criminal defense.

For additional information contact:

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Email: agee-t@mssu.edu

Dr. JoAnna Derfelt
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Dr. Trina Scott
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Email: scott-t@mssu.edu

PROCESS IMPROVEMENT

Ummel Technology • 153 • 417.625.9849

This minor was developed for non-Engineering Technology majors and focuses on skills and techniques used to improve processes and systems in a variety of industries. Any student majoring in business, health, criminal justice, CIS, biology, chemistry, technical writing or other fields will increase their competitiveness with this minor because any organization benefits from

reducing cost and increasing productivity and quality. Some examples of industries who are looking for improvement analysts include Biotechnology, Pharmaceuticals, Food, Chemical Industry, Healthcare Services, Telecommunications Services, Medical Devices and Supplies, Financial Services, Insurance, Law enforcement, Business Services, Computer Software, Computer Hardware, Management Consulting Services, Government and Military Engineering Services, Mortgage Industry, Aerospace and Defense, as well as Energy and Utilities.

Minor in Process Improvement

Minor Code IE85

Semester Hours

Required Engineering Technology Curriculum 18

IET 320	Applied Statistical Quality Control	3
IET 440	Six Sigma Methodology	3
IET 460	Competitive Industrial Practices	3

Select ONE from:

IET 315	Probability & Statistics for Engineers	3
MATH 310	Elementary Statistics	3
GB 321	Business Statistics	3
PSY 320	Applied Statistics for the Behavioral and Natural Sciences	3

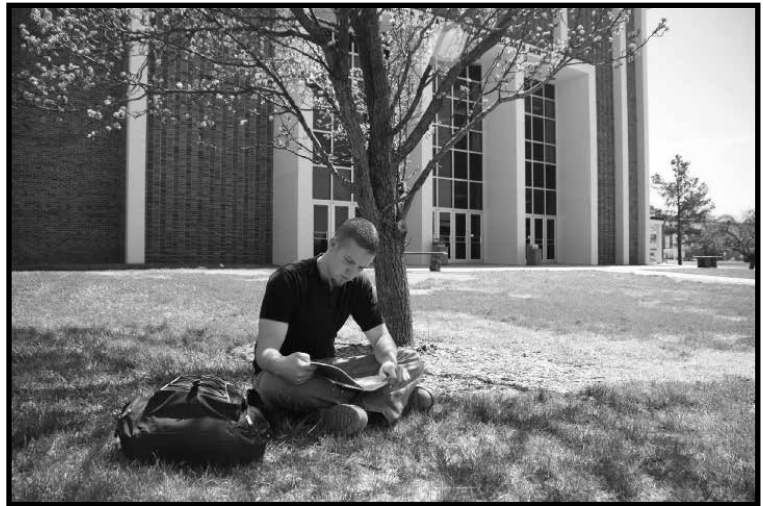
Select TWO from:

IET 205	Computer Applications and Cost Analysis	3
IET 355	Work Measurement/Ergonomics	3
IET 425	Design of Experiments (WI)	3

For additional information contact:

Dr. Elke Howe
Office: Ummel Technology 153
Phone: 417.625.9849
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University History

The citizens of Joplin, who in the late 1930s asked the public school district to offer college classes, could not have envisioned the sprawling campus and multidiscipline curriculum that today is Missouri Southern State University. From that initial request came Joplin Junior College, founded in 1937 as part of the Joplin school system. Nine faculty members and 114 students began classes under the auspices of the Extension Division of the University of Missouri in the new high school building.

In the spring of 1938, voters approved almost 5-to-1 a bond proposal that would assure the continuation of the junior college. During the next 25 years Joplin Junior College established a national reputation for outstanding academic strength, a strong foundation for what was to come. By the mid-1960s, area citizens again recognized the need for expanded educational opportunities.

In 1964, the citizens voted in an 8-1 majority to create the Junior College District of Jasper County with a Board of Trustees to govern the newly named Jasper County Junior College. The following year, the Missouri General Assembly established a two-year senior college to be funded by the state. The district would continue to provide the freshman and sophomore years.

The area again responded with enthusiastic and generous support with the building of a new campus on the site of the Mission Hills Farm to house the growing college. Administration and faculty, working with other college educators around the state, began developing the new curriculum. In August 1967, students gathered for the first time on the new campus of Missouri Southern State College.

The dual funding arrangement with the state continued until 1977 when on July 1 the State of Missouri officially took on the responsibility of funding the entire College.

With growing global interdependence, it became clear that Missouri Southern must prepare its students to function successfully in the emerging global economy. So in June 1990, plans were announced to pursue the expansion of the College's mission to incorporate an international emphasis in all its academic and special programs. In 1995, the Missouri General Assembly approved House Bill 442, directing the institution to "develop such academic support programs and public service activities it deems necessary and appropriate to establish international or global education as a distinctive theme of its mission." Many new programs in international education that enrich and complement the existing programs are now in place.

On July 12, 2003, Missouri Governor Bob Holden officially signed Senate Bill 55, which renamed Missouri Southern State College as Missouri Southern State University-Joplin. August 28, 2003 marked the official date the name changed. The legislation was sponsored by Gary Nodler in the Senate and Bryan Stevenson in the House. Provisions of the legislation also allowed MSSU to begin offering cooperative master's degree programs.

Today Missouri Southern State University remains a proud member of the state's higher education family while continuing to serve the region that is an integral part of its past.

Board of Governors

Rod Anderson 2009	David H. Jones 2011
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Board of Trustees

Donald R. Patterson
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Memberships

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Association of Collegiate Business Schools and Programs
Association of Environmental Health Academic Programs
Association of Governing Boards of Universities & Colleges
Council for the Advancement and Support of Education
Council on Public Higher Education
Institute of International Education
Mid-America Intercollegiate Athletics Association
Missouri Academy of Science
Missouri Association of Colleges for Teacher Education
Missouri Biotechnology Association
Missouri Consortium for International Programs and Studies
NAFSA: Association of International Educators

National Collegiate Athletic Association
National League for Nursing Baccalaureate and Higher Degree Programs
Teacher Education Council of State Colleges and Universities
The Higher Learning Commission

Accreditations and Approvals

Accredited by The Higher Learning Commission and a member of the North Central Association, Phone: 312.263.0456,
Website: www.hlcommission.org
Accreditation Council for Business Schools and Programs
American Board of Engineering and Technology
Commission on Collegiate Nursing Education
Commission on Dental Accreditation, American Dental Association
Committee on Accreditation for Respiratory Care
Joint Review Committee on Education in Radiologic Technology
Missouri State Board of Nursing
Missouri State Department of Elementary and Secondary Education
Missouri Department of Health and Senior Services Bureau EMS
National Accrediting Agency for Clinical Laboratory Science
National Council for the Accreditation of Teacher Education,
2010 Massachusetts Avenue, N.W., Suite 500,
Washington, DC 20036, Phone: 202-466-7496
National Environmental Health Science and Protection Council
National League of Nursing Accrediting Commission
Police Officers Standards and Training

Information concerning accreditation, including copies of pertinent documents, may be obtained from the Office of the Vice President for Academic Affairs.

University Faculty

(Date indicates first year of full-time MSSU service)

Nii Adote Abrahams

Professor, Economics 1999
Bachelor's (B.Sc.), University of Ghana
Master's (M.S.), University of Massachusetts
Doctorate (Ph.D.), Pennsylvania State University

David L. Ackiss

Professor, English & Philosophy 1981
Interim Head, Department of English & Philosophy
Bachelor's (B.A.), Davidson College
Master's (A.M.), College of William and Mary
Doctorate (Ph.D.), Duke University
Summer Studies, Oxford University, England

Anthony C. Adamopoulos

Associate Professor, Psychology 2004
Bachelor's (B.A.), University of Kansas
Master's (M.A.), University of Kansas
Doctorate (Ph.D.), University of Kansas

Charles Adams

Assistant Professor, Criminal Justice 2011
Bachelor's (B.S.), Missouri Southern State University
Master's (M.S.), Pittsburg State University

Laura L. Adkins

Professor, Mathematics 1980
Bachelor's (B.S.E.), Missouri Southern State College
Master's (M.S.), Pittsburg State University
Doctorate (Ed.D.), Nova Southeastern University

Theresa A. Agee

Professor, Business 1992
Bachelor's (B.A.), William Jewell
Law Degree (J.D.), University of Utah, College of Law

Marsi E. Archer

Professor, Chemistry 1998
Head, Department of Chemical and Physical Sciences
Bachelor's (B.S.), James Madison University
Doctorate (Ph.D.), Ohio State University

Grace E. Ayton

Associate Professor, Nursing 1986
Bachelor's (B.S.N.), Columbia Union College
Master's (M.N.), Wichita State University

Anastasia Barelos

Assistant Professor, Music 2010
Director of Piano Studies
Bachelor's (B.A.), Luther College
Master's (M.M.), Bowling Green State University
Doctorate (D.M.A.), University of Wisconsin-Madison

Francis L. Bartholet

Associate Professor, Engineering Technology 1987
Bachelor's (B.S.), St. Cloud State University
Master's (M.Ed.), University of Minnesota
Doctorate (Ed.D.), Nova Southeastern University

Dorothy C. Bay

Professor, Biology 1996
Bachelor's (B.S.), Missouri Southern State College
Master's (M.S.), Pittsburg State University
Doctorate (Ph.D.), St. Louis University

Sheri L. Beeler

Associate Professor, Kinesiology 1995
Bachelor's (B.S.E.), Missouri Southern State College
Master's (M.S.E.), Central Missouri State University
Doctorate (Ed.D.), St. Louis University

Maria Bejan

Assistant Professor, International Business 2011
Bachelor's (B.Sc.), University of Bucharest (Romania)
Master's (M.A.), University Carlos III de Madrid (Spain)
Doctorate (Ph.D.), University Carlos III de Madrid (Spain)

Robert S. Black

Assistant Professor, Library 1988
Serials/Reference Librarian
Bachelor's (B.A.), Millikin University
Master's (M.L.S.), Indiana University

Beverly A. Block

Professor, Business 1984
Bachelor's (B.S.), Southern Nazarene University
Master's (M.Ed.), University of Arkansas
Doctorate (Ed.D.), University of Arkansas
Summer Studies, Oxford University, England

Karen Bradshaw

Instructor, Business 1985
Bachelor's (B.B.A.) Pittsburg State University
Master's (M.B.A.) Pittsburg State University

Barry E. Brown

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Bachelor's (B.A.), Kalamazoo College
Master's (M.A.), Columbia University
Master's (M.A.), University of Rochester
Doctorate (Ph.D.), University of Rochester

James F. Brown

Professor, English & Philosophy 1984
Bachelor's (B.S.), University of Iowa
Master's (M.A.), University of Iowa
Master's (M.A.), University of Iowa
Doctorate (Ph.D.), University of Iowa

240 University Faculty

Joey R. Brown

Professor, English & Philosophy 2000
Bachelor's (B.A.), Cameron University
Master's (M.A.), University of Oklahoma
Doctorate (Ph.D.), University of Oklahoma

Maria Bruggeman

Assistant Professor, Kinesiology 2010
Bachelor's (B.S.), University of North Dakota
Master's (M.S.), University of North Dakota

Robert Bruno

Assistant Professor, Communication 2011
Bachelor's (B.A.), SUNY Stony Brook
Master's (M.S.), Ohio University
Doctorate (Ph.D.), Purdue University

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Associate Professor, Communication 1992
Bachelor's (B.S.J.), University of Kansas
Master's (M.S.), University of Kansas

F. Burt Bucher

Associate Professor, Art 2005
Bachelor's (B.F.A.) Eastern Kentucky University
Master's (M.F.A.) University of Cincinnati

Gregory J. Buchholz

Assistant Professor, Economics 2001
Bachelor's (B.S.B.A.), Rockhurst University
Master's (M.A.), University of Notre Dame
Doctorate (Ph.D.), University of Notre Dame

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Associate Professor, Nursing 2010
Bachelor's (B.S.N.), Old Dominion University
Master's (M.N.), University of Washington
Doctoral Studies, Capella University

Teddy Byler

Instructor, Dental Hygiene 2011
Associate's (A.A.S.), Ozarks Technical Community College
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Professor, Teacher Education 1996
Head, Department of Teacher Education
Bachelor's (B.S.E.), Northwest Missouri State University
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Doctorate (Ed.D.), St. Louis University

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Assistant Professor, Library 2002
Document Delivery and Projects Librarian
Bachelor's (B.S.) Southwest Missouri State University
Master's (M.L.S.) University of Missouri-Columbia

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Professor, Music 1977
Bachelor's (B.M.E.), Illinois Wesleyan University
Master's (M.M.), Southern Methodist University
Master's (M.M.E.), Southern Methodist University
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Assistant Professor, Library 2005
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Director of Woodwind Studies
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Master's (M.M.), University of North Texas
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Assistant Professor, Communication 2008
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Master's (M.S.), Oklahoma State University

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Associate Professor, Psychology 2002
Bachelor's (B.A.), University of New Mexico
Master's (M.A.), Kent State University
Doctorate (Ph.D.), Kent State University

K. Casey Cole

Professor, Psychology 1996
Bachelor's (B.A.), Shippensburg State University of Pennsylvania
Master's (M.A.), Kent State University
Doctorate (Ph.D.), Kent State University

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Professor, Computer Information Science 1998
Bachelor's (B.S.), St. Louis University
Master's (M.S.), Southern Illinois University
Doctorate (Ph.D.), Nova Southeastern University

S. Mark Comstock

Professor, Accounting 1993
Bachelor's (B.S.B.A.), Missouri Southern State University
Doctorate (Ph.D.), University of Oklahoma
Certified Public Accountant (CPA)
Diplomat, American Board of Forensic Accounting (DABFA)

C. Martin Conklin

Associate Professor, Kinesiology 1988
Bachelor's (B.S.E.), Missouri Southern State College
Master's (M.A.), University of Tulsa

Chrys A. Corcoran

Assistant Professor, Nursing 2001
Bachelor's (B.S.N.), University of Tulsa
Master's (M.S.), University of Kansas

Robert L. Corn

Assistant Professor, Kinesiology 1989
Head Men's Basketball Coach
Bachelor's (B.S.E.), Missouri Southern State College
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Matt Cowdin

Instructor, Criminal Justice 2008
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Associate Professor, Teacher Education 2005
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Master's (M.Ed.), Arkansas Tech University
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Reference/Instruction Librarian
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Professor, Marketing 1989
Bachelor's (B.S.), Rose-Hulman Institute of Technology
Master's (M.M.), Northwestern University
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Staatsexamen, University of Siegen
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Professor, Mathematics 1992
Bachelor's (B.S.), University of Washington
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Instructor, Kinesiology 2007
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Bachelor's (B.A.), Missouri Southern State University
Law Degree (J.D.), University of Kansas

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Bachelor's (B.S.B.A.), Missouri Southern State University
Master's (M.B.A.), Pittsburg State University

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Master's (M.B.A.), Missouri State University

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Bachelor's (B.A.), Reed College
Master's (M.A.), University of Michigan
Master's (M.F.A.), University of Michigan
Doctorate (Ph.D.), University of Michigan
Summer Studies, University of Hyderabad, Hyderabad, India

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Bachelor's (B.S.), University of Nevada, Las Vegas
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Bachelor's (B.S.), South Dakota State University
Master's (M.S.), Oregon State University
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Bachelor's (B.S.), Cornell College
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Professor, Sociology 1993
Bachelor's (B.S.), Louisiana State University
Master's (M.A.), Louisiana State University
Doctorate (Ph.D.), Louisiana State University
Summer Studies, University of Hyderabad, Hyderabad, India

Scott J. Wells

Professor, Biology 1993
Doctorate (D.V.M.), University of Missouri

Norton Wheeler

Assistant Professor, History 2008
Bachelor's (B.A.), University of Kansas
Master's (M.A.), University of Kansas
Doctorate (Ph.D.), University of Kansas

Rhonda L. White

Assistant Professor, Dental Hygiene 1987
Bachelor's (B.S.), University of Missouri-Kansas City

Daniel Williams

Assistant Professor, Theatre 2011
Bachelor's (B.F.A.), Tarkio College
Master's (M.F.A.), Southern Illinois University-Carbondale

250 University Faculty

Tim Wilson

Assistant Professor, Criminal Justice 2006
Bachelor's (B.S.), Missouri Southern State University
Master's (M.S.), University of Central Missouri

Phillip C. Wise

Professor, Music 1995
Director of Jazz Studies
Director of Music Education
Bachelor's (B.A.), William Penn University
Master's (M.A.), California State University, Dominguez Hills
Doctorate (Ph.D.), Union Institute & University

David Wright

Instructor, Kinesiology 2005
Assistant Softball Coach
Bachelor's (B.S.E.), Central Missouri State University
Master's (Administration), Southwest MO. State University
Specialist (Administration), Central Missouri State University

Ann C. Wyman

Associate Professor, Political Science 2003
Bachelor's (B.S.), Lindenwood College
Master's (M.A.), Mississippi State University
Master's (M.A.), University of Maryland
Doctorate (Ph.D.), University of Maryland
Summer Studies, Oxford University, England

Tanya Yantis

Instructor, Marketing 2011
Bachelor's (B.S.B.A.), Southeast Missouri State University
Master's (M.B.A.), Southeast Missouri State University

Emeritus Faculty

Enid Blevins

English 1966

Betsy Griffin

Psychology 1978

Duane L. Hunt

Theatre 1964

J. Merrell Junkins

Psychology 1963

Virginia Laas

History 1988

Julio S. León

Business 1969

William Livingston

Mathematics 1968

Richard Massa

Communications 1972

Melvyn Mosher

Chemistry 1974

(Date is first year of service.)

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Disability Access

It is Missouri Southern State University's policy to provide access to its programs and facilities to all students, faculty, staff and guests so that no one shall, solely by reason of disability, be denied access to, participation in or the benefits of any program or activity. Students, faculty, staff and guests shall receive reasonable accommodations to provide equally effective access to educational opportunities, programs and activities in the most integrated setting appropriate unless provision for reasonable accommodation would constitute an undue hardship on the University or would substantially alter essential elements of the academic program or course of study or would otherwise compromise academic standards. This policy shall apply to all programs, services and activities of the University, including, but not limited to recruitment, admissions, registration, financial aid, academic programs, advising, counseling, student health, housing and employment.

This policy is intended to be consistent with Section 504 of the Rehabilitation Act of 1973, which states that no recipient of federal financial assistance may discriminate against qualified individuals with disability solely by reason of a disability. This policy is also intended to be consistent with Title II of the Americans with Disability Act of 1990 and the Missouri Human Rights Act. To the extent it is inconsistent with said laws, the legal requirements and standards shall govern.

If you are an individual with a disability and require a reasonable accommodation, please contact Judy Elimelech, Coordinator for Disability Services in the Learning Center (417.659.3725).

In accordance with the policies and procedures that govern Missouri Southern as a whole, students and faculty members who feel that they have not been accorded their due rights are entitled to grieve the action or lack of action against them. Grievances that are related to an individual's disability, the services provided to him/her or the provision of these services, should follow the procedure outlined in Procedure 9.01 when the circumstances relate to academic issues. All other issues (i.e. housing, sporting events, facility access, etc.) should follow the grievance procedures outlined in Procedure 9.02. Information about these procedures is available from the Coordinator for Disability Services, the Dean of Students or the Vice President for Academic Affairs or our website: www.mssu.edu/disabilityservices.

Policy Changes

The University reserves the right to make changes as required in course offerings, curricula, academic policies and other rules and regulations affecting students to be effective whenever determined by the University. These changes will govern current and formerly enrolled students. Enrollment of all students is subject to these conditions.



University Applications & Information

Application for Admissions

Honors Program Application

Patron's Scholarship Application

International Student Application

**High School Core
Curriculum Requirements**

Residence Halls

MISSOURI SOUTHERN STATE UNIVERSITY

Office of Admission • 3950 E. Newman Road • Joplin MO 64801-1595

APPLICATION FOR ADMISSION

\$25.00 Non-refundable Fee

PERSONAL INFORMATION

SOCIAL SECURITY NUMBER _____ - _____ - _____

Legal Last Name Legal First Name Middle Name Preferred First Name Maiden

PERMANENT ADDRESS _____
Street

City State Zip County

MAILING ADDRESS _____
Street

City State Zip County

How long have you resided at current address? _____

If less than (1) year, please indicate former address _____
Street

City State Zip County

(____) _____ (____) _____ (____) _____
HOME PHONE WORK PHONE CELL PHONE

GENDER ☐ MALE ☐ FEMALE ELIGIBLE FOR VETERAN'S BENEFITS ☐ YES ☐ NO

DATE OF BIRTH Month _____ Day _____ Year _____

ETHNICITY (optional) Part Hispanic or Latinos, please select Hispanic or Latino.

☐ Hispanic or Latino ☐ Non-Hispanic or Latino ☐ Latino

For Non-Hispanic/Latino, please select your ethnic category

☐ Black, Non-Hispanic ☐ White, Non-Hispanic ☐ American Indian/Alaska Native ☐ Asian
☐ Native Hawaiian or Other Pacific Islander ☐ Multiple races (Non-Hispanic) ☐ Decline to answer

MARITAL STATUS (optional) ☐ Single ☐ Married ☐ Divorced ☐ Separated ☐ Widowed ☐ Other

Do you plan to live in the residence halls? ☐ Yes ☐ No

Are you a U.S. Citizen? ☐ Yes ☐ No

If no, what is your visa type? _____

What is your birth country? _____

What is your native language? _____

Email Address _____

Are you a permanent resident? ☐ Yes ☐ No

(If you have permanent residency, a copy of your permanent residency card is required to attend MSSU.)

EMERGENCY CONTACT _____ (____) _____
Name Phone

Street City State Zip

Relationship to Student: _____

ACADEMIC INFORMATION

List graduating high school

Name of High School _____ City _____ State _____ Graduation Date _____

or GED testing center

Name of testing center _____ City _____ State _____ Date Tested _____

List all colleges, universities, trade, technical, cosmetology and/or online schools

Name _____ City _____ State _____ _____ to _____
Dates Attended _____ Graduation/Completed Date _____

Name _____ City _____ State _____ _____ to _____
Dates Attended _____ Graduation/Completed Date _____

Name _____ City _____ State _____ _____ to _____
Dates Attended _____ Graduation/Completed Date _____

Name _____ City _____ State _____ _____ to _____
Dates Attended _____ Graduation/Completed Date _____

Are you currently on suspension from any of the listed schools? ☐ Yes ☐ No

If yes, please explain which institution, semester/year on suspension and reason(s) for this action.

I am applying for ☐ Fall Year _____ ☐ Summer Year _____ ☐ Spring Year _____

I am applying as ☐ First Time Freshman (never attended college) ☐ Transient/Summer Only ☐ Non-Degree Seeking
☐ Transfer Student w/credits ☐ Former MSSU Student ☐ Post Graduate

What field of study (major) are you considering? _____

Please list all MSSU Alumni related to you _____

Why did you choose MSSU? _____

Have you been immunized against: **Measles** ☐ Yes ☐ No **Rubella** ☐ Yes ☐ No

Have you ever been convicted of or pleaded guilty to a felony? (If yes, please submit letter of explanation) ☐ Yes ☐ No

PARENT/GUARDIAN INFORMATION (For students under the age of 21)

Father/Guardian's Name _____ **Employer** _____

Address _____

Phone Numbers (____) _____ **Home** (____) _____ **Cell/Work** **Education Level** _____

Mother/Guardian's Name _____ **Employer** _____

Address _____

Phone Numbers (____) _____ **Home** (____) _____ **Cell/Work** **Education Level** _____

I certify that the information provided is complete and correct to the best of my knowledge, and that I have read, understand and agree to the admissions and transcript requirements of Missouri Southern State University.

SIGNATURE _____ **DATE** _____

Missouri Southern State University does not discriminate on the basis of sex, race, creed, color, national origin, disability, or age in its educational programs or activities. For further information concerning disability accessibility, contact the Disability Services Coordinator at 417.625.9516.

MISSOURI SOUTHERN STATE UNIVERSITY
OFFICE OF ADMISSIONS

3950 E. Newman Road | Joplin, MO 64801-1595

HONORS PROGRAM APPLICATION

February 15: Deadline for Fall Honors applicants

November 1: Deadline for Spring Honors applicants

(Please Print Neatly)

LAST NAME		FIRST	DATE OF BIRTH	
SOCIAL SECURITY NO. OR MSSU STUDENT ID		PHONE		
ADDRESS				
CITY	STATE	ZIP	COUNTY	
EMAIL ADDRESS				

Highest ACT Composite Score or SAT _____ Test Date _____

Have you been admitted to MSSU? Yes ☐ NO ☐ If not, please contact the Admissions Office at 417.781.6778 and request an application for admission at once or obtain an application online at www.mssu.edu

Anticipated Enrollment Date _____ SEMESTER / YEAR _____

Have you applied for financial aid? Yes ☐ NO ☐

If not, please consider doing so. You can apply online at www.fafsa.ed.gov or contact the Financial Aid Office at 417.625.9325

High School GPA _____ out of _____

Year of Graduation _____

Class Standing _____ / _____

Potential Major _____

Check below if one applies.

- ☐ National Merit Finalist ☐ National Merit Semi-Finalist
☐ National Merit Letter of Commendation

Please list the names of the two people you plan to ask for references.

NAME TITLE

NAME TITLE

Applicant's Signature

For already enrolled or transfer students:

College/University

Attended _____

Hours Completed _____ GPA _____

Are you currently enrolled in another Honors Program or College? _____

Please list awards, extracurricular activities and interests below. Attach a separate sheet if necessary.

INSTRUCTIONS

REQUIREMENTS

For entering freshmen, an ACT composite score of 28 or above or a GPA of at least 3.5 (on a 4-point scale) is required for eligibility to apply for admission to the Honors Program.

Students who have completed at least 15 but fewer than 30 hours of coursework with at least a 3.5 GPA either at Missouri Southern State University or at another accredited college or university are eligible to apply for admission to the Honors Program. Additionally, students with as many as two years of college experience in another Honors Program or College are invited to apply.

APPLICATION PROCEDURES

INCOMING FRESHMAN

- A COMPLETED Application form must be filed.
- Please request that an official high school TRANSCRIPT be sent directly to the Honors Program.
- Your ACT RESULTS must be on record, either separately or on your transcript.
- Arrange to have two LETTERS OF RECOMMENDATION sent directly to the Honors Program from personnel in your high school. These letters should address the qualities you possess as a student.
- When your application is complete, you may be invited for an INTERVIEW.
- You may be required to submit an ESSAY describing your academic goals and explaining your desire to participate in the Honors Program.

ALREADY ENROLLED OR TRANSFER STUDENT

- A COMPLETED Application form must be filed.
- Please request that an official college TRANSCRIPT be sent directly to the Honors Program.
- Your ACT RESULTS must be on record, either separately or on your transcript.
- Arrange to have two LETTERS OF RECOMMENDATION from your college instructors sent directly to the Honors Program.
- When your application is complete, you may be invited for an INTERVIEW.
- You may be required to submit an ESSAY describing your academic goals and explaining your desire to participate in the Honors Program.

In order to be considered for entrance into the program in the fall semester, all application requirements should be completed by Feb 15; for the spring semester all requirements should be completed by November 1. Interviews will be scheduled at a later date.

Send all application materials to:

Honors Program Director
Missouri Southern State University
3950 East Newman Road
Joplin, MO 64801-1595

Telephone: In Joplin 1.417.625.9300 or 625.3005

Toll free: 1.866.818.MSSU (6778)

Missouri Southern State University is an equal opportunity and affirmative action institution.

The college reserves the right to amend regulations when necessary.

For more information about the college visit our website

www.mssu.edu

MISSOURI SOUTHERN STATE UNIVERSITY

3950 E. Newman Road | Joplin, MO 64801-1595

PATRON'S SCHOLARSHIP APPLICATION

Please complete both sides of application and return to:

Missouri Southern State University
Hearnes Hall, Scholarship Office
3950 E. Newman Road, Joplin, MO 64801-1595
417.625.3160

OFFICE USE

Code _____ GPA _____

Scholarship _____

Amount Per Year _____

Fall _____ Spring _____

Note: By filing this form you will be considered for any one of 200 Patron Scholarships available through the Missouri Southern State University Scholarship program.

How To Apply:

1. Must apply or have applied for admission.
2. Must complete a Free Application for Federal Student Aid (FAFSA)
3. Transfer students must have transcripts on file with Registrar's Office.
4. You may apply on our website at www.mssu.edu/finaid/scholarships/patrons.shtml instead of using this form.

LAST NAME FIRST NAME MIDDLE INITIAL

STUDENT ID OR SSN PHONE

ADDRESS

CITY STATE ZIP COUNTY

Email Address

Male _____ Female _____

Date of High School Graduation _____ High School _____

H.S. City/State _____ Anticipated semester to attend MSSU _____

Entering Freshman _____ Freshman _____ Sophomore _____ Junior _____ Senior _____

Transfer to MSSU _____

Major* _____ Minor _____

*Current Students - Please be sure your major is accurately listed with the Registrar's Office.

Check criteria which apply to you. (These are not the only criteria considered.)

- | | |
|---|---|
| 1. Non-traditional student _____ | 5. Son or daughter of Delta Kappa Gamma - |
| 2. Single parent _____ | Gamma Chapter Member _____ |
| 3. Beindiek Insurance employee _____ | |
| 4. Son or daughter of MSSU alumni _____ | |

Statement of certification: If I am awarded a scholarship administered by Missouri Southern State University, I understand I must meet scholarship renewal criteria.

Are you receiving any of the following scholarships? Non-Resident _____ Transfer _____ Honors _____

Presidential _____ Excellence _____ Performance Award _____ Athletic _____ Diversity _____

Other _____

Are you currently employed? Yes ☐ NO ☐ If yes, list place of employment _____

(If dependent) Father's employer _____

(If dependent) Mother's employer _____

(If married) Spouse's employer _____

SCHOLASTIC HONORS _____

ACTIVITIES AND ORGANIZATIONS _____

VOLUNTEER WORK _____

-
- I further understand this application must be received by March 1 for priority consideration.
 - Scholarships must be coordinated to ensure awards do not exceed university tuition, room and board.
 - Scholarships are issued for one academic year. Hours enrolled and GPA needed varies based on donors.
 - All scholarships are subject to change without notice and are subject to review by the Scholarship Committee upon receipt of funds and authorization by the Board of Governors.
 - All qualified applicants will receive consideration without regard to non-merit factors: race, sex, creed or disability.
-

Date Signed _____ Signature _____

MISSOURI SOUTHERN STATE UNIVERSITY

3950 E. Newman Road | Joplin, MO 64801-1595

INTERNATIONAL STUDENT APPLICATION • APPLICATION FOR ADMISSION

PERSONAL INFORMATION

Name

Last First Middle Preferred name Maiden/Former name

Social Security Number - if available: _____ - _____ - _____ Gender: ☐ Male ☐ Female

Date of Birth: Month _____ Day _____ Year _____ Email Address: _____

Permanent mailing address:

Street or Route _____

City _____ St _____ Zip _____

County _____ How long have you resided at the above address? _____ years.

If less than 1 year, indicate address for past year. _____

Telephone (_____) _____ (_____) _____
Home Phone Work Phone

ETHNICITY (optional) Part Hispanic or Latinos, please select Hispanic or Latino.

☐ Hispanic or Latino ☐ Non-Hispanic or Latino ☐ Latino

For Non-Hispanic/Latino, please select your ethnic category

☐ Black, Non-Hispanic ☐ White, Non-Hispanic ☐ American Indian/Alaskan Native ☐ Asian
☐ Native Hawaiian or Other Pacific Islander ☐ Multiple races (Non-Hispanic) ☐ Decline to answer

Are you a U.S. Citizen? ☐ Yes ☐ No If no, what visa do you hold? _____

If no, country of birth. _____ Country of Citizenship. _____

Is English your native language? ☐ Yes ☐ No If no, indicate your native language. _____

Do you plan to live in the residence halls? ☐ Yes ☐ No (If yes, an application for housing will be sent to you once you have been admitted.)

I am an international student applying as a

☐ First Time Freshman* ☐ Post Graduate Student ☐ International English Program
☐ U. S. Transfer Student ☐ Foreign Transfer Student ☐ Former MSSU Student

* First time university student that has never received academic credit for post-secondary studies.

What field of study (major) are you considering? _____

The college term in which you expect to enroll: Fall 20____ Spring 20____ Summer** 20____

**Only U.S. transfer students may be accepted for summer terms.

ACADEMIC INFORMATION

Beginning with most recent, list every high school, college or university you have attended. (Including college work completed during high school.)

Name _____	City _____	State _____	_____ to _____ Dates Attended	_____ to _____ Graduation/Completed Date
Name _____	City _____	State _____	_____ to _____ Dates Attended	_____ to _____ Graduation/Completed Date
Name _____	City _____	State _____	_____ to _____ Dates Attended	_____ to _____ Graduation/Completed Date
Name _____	City _____	State _____	_____ to _____ Dates Attended	_____ to _____ Graduation/Completed Date

Are you currently on suspension from any of the listed schools? ☐ Yes ☐ No

If yes, name of college/university: _____ Semester & year of suspension: _____

Have you been immunized against: Measles ☐ Yes ☐ No Rubella ☐ Yes ☐ No

Other immunizations: Hepatitis ☐ Yes ☐ No Tuberculosis ☐ Yes ☐ No

Have you ever been convicted of or pleaded guilty to a felony? (If yes, please submit letter of explanation) ☐ Yes ☐ No

Closest Foreign Contact - Name _____ Relationship to applicant _____
Address _____
City _____ St _____ Postal Code _____ Country _____
Phone Numbers (____) _____ (____) _____
Daytime Evening

(U.S. transfer contact is optional)

U.S. Contact - Name _____ Relationship to applicant _____
Address _____
City _____ St _____ Postal Code _____ Country _____
Phone Numbers (____) _____ (____) _____
Daytime Evening

Please list relatives who are MSSU students or alumni _____

The following information is needed to provide accurate information for immigration documents:

Marital Status: ☐ Married ☐ Single

Children:	Name	Date of Birth	Country of Birth
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

Will your spouse and/or children be coming to MSSU with you? ☐ Yes, Children ☐ Yes, Spouse

Why did you choose to apply to MSSU? _____

Who did you find most helpful in the MSSU admission process? _____

Missouri Southern State University does not discriminate on the basis of sex, race, creed, color, national origin, disability or age in its educational programs or activities. For further information concerning disability accessibility, contact the Disability Services Coordinator, Melissa Locher at 417-625-9516.

I certify that the information provided is complete and correct to the best of my knowledge and that I have read the admission and transcript requirements.

(Signature) _____ (Date submitted) _____

MISSOURI SOUTHERN STATE UNIVERSITY

3950 E. Newman Road | Joplin, MO 64801-1595

GENERAL EDUCATION REQUIREMENTS • MINIMUM REQUIREMENTS

Student Reporting Form - (Transfer and students over 21 do not need to complete this form.)

Meeting the Requirements

All high school graduates who graduated Spring 1996 or after must complete the following core requirements.

COORDINATING BOARD FOR HIGHER EDUCATION MINIMUM CORE CURRICULUM REQUIREMENT

Subject	Minimum Core Curriculum	Comments about Minimum Core Curriculum Requirements
English	4	two units must emphasize writing
Math	3	Algebra I and higher
Social Studies	3	must have American History and at least one semester of Government
Science	2	one must be a lab course
Visual/Performing Arts	1	
additional core electives from any of the above areas	3 two years of a Foreign Language strongly recommended	acceptable Math elective: Computer Science with prerequisite of Algebra I; Social Studies elective: State/International History

Please complete the chart below using your high school transcript and senior class schedule.
List the title of the course in the appropriate box.

Make a notation by any course that was taken as dual credit/college credit, honors (H), or advanced placement (AP). Transfer students do not need to complete this section.

Subject	9th Grade	10th Grade	11th Grade	12th Grade	Total
English • 4 Units					
Mathematics • 3 Units					
Social Studies • 3 Units					
Science • 2 Units; one must be a lab course					
Visual/Performing Arts 1 Unit					
Core Electives/ Foreign Language 3 Units					

Please print your name and Social Security number: _____

Welcome to residence hall living at Missouri Southern! Over 600 students will join you living on campus. For some of you this will be a new experience and we hope it will be enjoyable, educational and rewarding. (Keep in mind that students who live in university residence halls are more likely to obtain high grades, become involved in extracurricular activities and complete degree programs than their peers living off-campus!) Missouri Southern offers outstanding residence hall units including both traditional, suite and private styles. Rooms are furnished with twin-extra long size beds (36 x 80), desks,

chairs, wastebaskets, mini blinds and nightstands. Specially designed suites are available for students with special needs. Each of the three meal plans include Dining Dollars, which can be redeemed at the Lions Den Food Court and UniversityJava Coffee Shop.

Campus Residence Requirements – All freshmen students under 21 years of age are required to live in university residence halls to the extent available, unless they are married or live with their parents.

Additional Advantages of On-Campus Living

- Low Cost – 23 meal, 15 meal, & 10 meal plan (Fall & Spring only)
- May purchase additional Dining Dollars
- Small Community Environment
- Individually air conditioned
- Adjacent to acres of land for recreation/no high-rise buildings
- Convenient parking for all residents
- Carpeted suites & hallways
- Telephone voice mail available upon request
- Mayes Student Life Center – mailroom, computer lab, lounges, aerobics room, weight room, laundry room, vending machines, video games, billiards, ping pong, movies & board games
- Cable access in all rooms
- Internet access available in all student rooms
- Microwaves and refrigerators in all suites
- Residence Hall Association providing social, cultural & educational programs
- Three full-time professional Resident Directors living on-campus
- 24-hour campus Police Department
- Dining hall centrally located in the Student Life Center, outdoor patio & BBQ pit

PERSONAL INFORMATION

Name _____

Last

First

Middle

Preferred name

Maiden/Former name

Street or Route _____

City _____

St _____

Zip _____

County _____

Gender: ☐ Male ☐ Female

Telephone (____) _____

Home Phone

(____) _____

Work Phone

Application Process:

- Request an Application-Contract for Room and Board Accommodations from the Residence Life Office (separate summer housing contracts are also available).
- Complete application forms and return with \$150 security deposit to MSSU. (All forms of payment are accepted)

Residence Hall 2012-2013 Fees

(A \$150 Security Deposit must accompany all contracts)

Option A includes \$50/semester Dining Dollars • Option B includes \$125/semester Dining Dollars • Option C includes \$200/semester Dining Dollars

	Option A (23-meal)	Option B (15-meal)	Option C (10-meal)
Double Rooms (2 students)	\$2,780/Semester	\$2,730/Semester	\$2,700/Semester
Apartment Units (4 students)	\$3,020/Semester	\$2,980/Semester	\$2,940/Semester
East Hall Suites (4 students)	\$3,250/Semester	\$3,210/Semester	\$3,180/Semester
Private Rooms	\$3,830/Semester	\$3,790/Semester	\$3,760/Semester

PLEASE NOTE CHANGE OF PAYMENT PLAN: Payment of residence hall charges meet the same due dates of all student fees. Please ensure your total charges will be paid in full by the due date, covered by financial aid or by enrollment in the TuitionPay payment plan. Failure to meet these requirements will result in cancellation of your room and board contract.

For additional information contact the Residence Life Office, MSSU, 3950 E. Newman Road, Joplin, MO 64801

417.625.9522 or email: residencehall@mssu.edu

www.mssu.edu/student-living-center/



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